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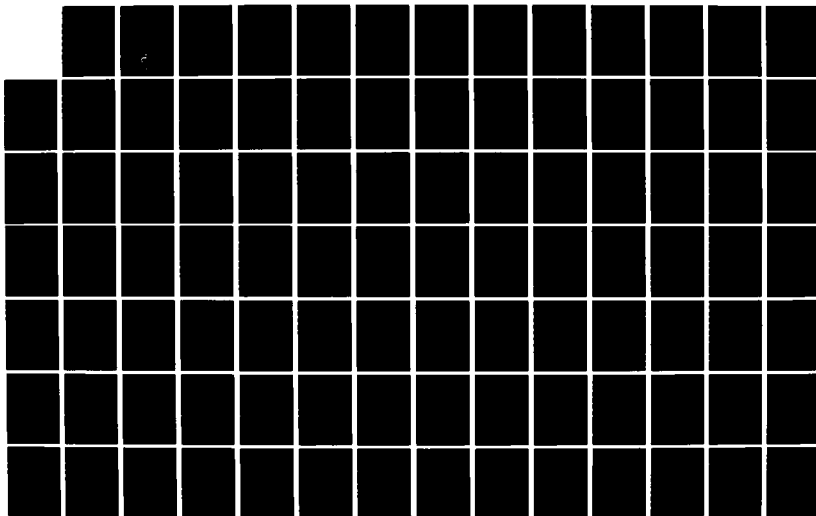
TRAINING EXTRACT HISTORIAN AFSC: 791X2(U) AIR FORCE
OCCUPATIONAL MEASUREMENT CENTER RANDOLPH AFB TX SEP 85

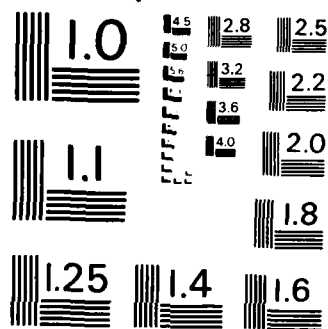
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UNCLASSIFIED

F/G 5/9

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MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

AD-A161 100



UNITED STATES AIR FORCE

TRAINING EXTRACT
HISTORIAN
AFSC: 791x2
AFPT: 90-791-476
OSR DATE: SEPTEMBER, 1985

OCCUPATIONAL SURVEY BRANCH
USAF OCCUPATIONAL MEASUREMENT CENTER
RANDOLPH AFB TEXAS 78150



NOV 13 1985

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41



SIS 791X2 MATCHED WITH OCCUPATIONAL SURVEY DATA

SIS 791X2, HISTORIANS DATED SEPTEMBER 1971, IS
PRESENTED BELOW WITH MATCHED JOB INVENTORY TASKS AND OCCUPATIONAL SURVEY
DATA.

USE OF SIS FACRT PRINTOUTS: SIS ITEMS ARE LISTED BETWEEN THE DOTTED LINES,
WITH MATCHED TASKS LISTED BELOW AND SURVEY DATA PRINTED TO THE RIGHT OF EACH
TASK. THESE DATA CAN BE USED TO VALIDATE SIS CONTENT AND CODE LEVELS AT
UTILIZATION AND TRAINING WORKSHOPS. JOB INVENTORY TASKS TO BE EMPHASIZED
WITHIN EACH SIS AREA CAN ALSO BE IDENTIFIED USING THIS PRINTOUT. IN ADDITION,
TASKS WHICH WERE NOT MATCHED WITH SIS ITEMS ARE LISTED IN THE "TASKS NOT
REFERENCED" SECTION IN DESCENDING ORDER OF FIRST-TERM TRAINING EMPHASIS
RATINGS. THESE TASKS CAN BE USED TO IDENTIFY NEW AREAS WHICH MAY WARRANT
INCLUSION IN FUTURE SIS'S. FOR A MORE DETAILED EXPLANATION OF TRAINING
EMPHASIS AND TASK DIFFICULTY RATINGS, SEE THE NARRATIVE OCCUPATIONAL SURVEY
REPORT, OR FOR ASSISTANCE PHONE USAFOMC/OMYO AT AUTOVON 487-5811.

VECTOR TYPE CODES:

(1) = 2 TIME SPENT BY ALL MEMBERS

(M) = 2 MEMBERS PERFORMING

(F) = TASK FACTOR

(D) = DICHOTOMOUS SET

(B) = 2 TIME SPENT BY MEMBERS PERFORMING

(1-) = PROGRAM GENERATED VECTOR

NO TYPE VECTOR MEAN = 50 /MEMBERS/ HIGH IN TRAINING EMPHASIS = 3.344

1	D	INGEMP	1.35	1.99	TRAINING EMPHASIS RATINGS 791X2
2	M	1-24	32	791X2 AIRMEN WITH 1-24 MOS T1CF	
3	M	1-48	50	791X2 AIRMEN WITH 1-48 MOS T1CF	
4	M	79152	48	DAFSC 79152 AIRMEN	
5	M	79172	52	DAFSC 79172 AIRMEN	
6	F	TSKDIFF	5.00	1.00 AFSC 791XX TASK DIFFICULTY RATINGS	

STS 791X2 MATCHED WITH OCCUPATIONAL SURVEY DATA

STS 791X2, HISTORIANS (DATED SEPTEMBER 1978), IS

PRESENTED BELOW WITH MATCHED JOB INVENTORY TASKS AND OCCUPATIONAL SURVEY DATA.

USE OF STS FACPRI PRINTOUTS: STS ITEMS ARE LISTED BETWEEN THE DOTTED LINES, WITH MATCHED TASKS LISTED BELOW AND SURVEY DATA PRINTED TO THE RIGHT OF EACH TASK. THESE DATA CAN BE USED TO VALIDATE STS CONTENT AND CODE LEVELS AT UTILIZATION AND TRAINING WORKSHOPS. JOB INVENTORY TASKS TO BE EMPHASIZED WITHIN EACH STS AREA CAN ALSO BE IDENTIFIED USING THIS PRINTOUT. IN ADDITION, TASKS WHICH WERE NOT MATCHED WITH STS ITEMS ARE LISTED IN THE "TASKS NOT REFERENCED" SECTION IN DESCENDING ORDER OF FIRST-TERM TRAINING EMPHASIS RATINGS. THESE TASKS CAN BE USED TO IDENTIFY NEW AREAS WHICH MAY WARRANT INCLUSION IN FUTURE STS'S. FOR A MORE DETAILED EXPLANATION OF TRAINING EMPHASIS AND TASK DIFFICULTY RATINGS, SEE THE NARRATIVE OCCUPATIONAL SURVEY REPORT, OR FOR ASSISTANCE PHONE USAFOMC/ONJO AT AUTOVON 487-5811.

D	TSK	TNG	1-2	1-4	791	791	TSK
		54P	A	8	52	72	DIF
		D	(M)	(M)	(M)	(M)	(F)

TITLES

001 STS 791X2 HISTORIAN SPECIALTY DATED

SEPTEMBER 1978

002 1. CAREER LADDER PROGRESSION

003 1A. PROGRESSION IN CAREER LADDER 791X2 B C D

004 1B. DUTIES OF AFSC 79132/52/72 B C D

C 77 EVALUATE JOB DESCRIPTIONS

A 29 WRITE JOB DESCRIPTIONS

005 2. SECURITY

006 2A. SAFEGUARDING SENSITIVE/CLASSIFIED
INFORMATION AND EQUIPMENT

TNG	1-2	1-4	791	791	TSK
EMP	4	8	52	72	DIF
D	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

007 2A111. RECEIVE AND RECEIPT FOR CLASSIFIED 3B 3C 4C
INFORMATION

E 154 PREPARE AND MAINTAIN CLASSIFIED RECORDS	6.19	78.1	82.0	81.3	78.0	5.50
E 152 PREPARE AND MAINTAIN AF FORMS 310 (DOCUMENT RECEIPT AND DESTRUCTION CERTIFICATE)	5.87	71.9	74.0	72.9	71.2	3.55
E 150 PREPARE AND MAINTAIN AF FORMS 12 (ACCOUNTABLE CONTAINER RECEIPT)	5.75	68.8	72.0	72.9	69.2	3.31
C 86 EVALUATE SECURITY PROGRAMS	1.88	9.4	8.0	12.5	19.2	4.75

008 2A121. MAINTAIN SECURITY OF FACILITIES 3B 3C 4C

F 225 SECURE CLASSIFIED MATERIALS	6.37	78.1	80.0	83.3	84.6	3.94
E 151 PREPARE AND MAINTAIN AF FORMS 302 (ROOM OR AREA SECURITY INSPECTION RECORD)	5.25	81.3	86.0	87.5	78.8	2.56
E 153 PREPARE AND MAINTAIN AF FORMS 502 (PERSONS RESPONSIBLE FOR STORAGE FACILITY/CONTAINER)	4.69	65.6	72.0	75.0	69.2	3.22
E 155 PREPARE AND MAINTAIN OF FORMS 62 (SAFE OR CABINET SECURITY RECORD)	3.37	78.1	82.0	81.3	71.2	3.27
C 86 EVALUATE SECURITY PROGRAMS	1.88	9.4	8.0	12.5	19.2	4.75
A 26 PREPARE UNIT EMERGENCY PLANS	1.00	6.3	6.0	10.4	15.4	5.82
C 88 EVALUATE UNIT EMERGENCY PLANS	1.00	6.3	4.0	4.2	9.6	5.29

009 2A131. DESTROY CLASSIFIED MATERIAL 3B 3C 4C

E 154 PREPARE AND MAINTAIN CLASSIFIED RECORDS	6.19	78.1	82.0	81.3	75.0	5.50
E 152 PREPARE AND MAINTAIN AF FORMS 310 (DOCUMENT RECEIPT AND DESTRUCTION CERTIFICATE)	5.87	71.9	74.0	72.9	71.2	3.55
P 531 DESTROY CLASSIFIED DOCUMENTS NOT KEPT IN HISTORICAL ARCHIVES	5.87	71.9	74.0	72.9	86.5	4.50
C 86 EVALUATE SECURITY PROGRAMS	1.88	9.4	8.0	12.5	19.2	4.75
A 26 PREPARE UNIT EMERGENCY PLANS	1.00	6.3	6.0	10.4	15.4	5.82
C 88 EVALUATE UNIT EMERGENCY PLANS	1.00	6.3	4.0	4.2	9.6	5.29

010 2A141. DETERMINE THE HIGHEST CLASSIFICATION OF MATERIAL USED AND APPLY PROPER DOWNGRADING INSTRUCTIONS AND OVERALL MARKING TO EACH VOLUME

0 489 MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION	7.31	90.6	92.0	93.8	90.4	5.37
0 506 PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS	6.75	90.6	92.0	93.8	92.3	4.95
F 222 REVIEW MATERIALS FOR DOWNGRADING OR DECLASSIFICATION	5.44	40.6	46.0	52.1	50.0	5.89

D ISK	TITLE	TNG	1-2	1-4	791	791	791	YSK
		EMP	4	8	52	72	DIF	
		D	(M)	(M)	(M)	(M)	(F)	

A 15	ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS	4.06	34.4	36.0	39.6	38.5		5.16
C 06	EVALUATE SECURITY PROGRAMS	1.08	9.4	8.0	12.5	19.2		4.75

011 2A15). PROPERLY MARK INDIVIDUAL PARAGRAPHS AND PAGES WITH THE HIGHEST CLASSIFICATION

0 489	MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION	7.31	90.6	92.0	93.8	90.4		5.37
0 506	PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS	6.75	90.6	92.0	93.8	92.3		4.95
A 15	ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS	4.06	34.4	36.0	39.6	38.5		5.16
C 06	EVALUATE SECURITY PROGRAMS	1.08	9.4	8.0	12.5	19.2		4.75

012 2A16). PROPERLY CITE CLASSIFIED MATERIAL IN THE FOOTNOTES AND LIST OF SUPPORTING DOCUMENTS AND INSURE THAT THESE CITATIONS ARE IN ACCORD WITH THE PARAGRAPH AND PAGE MARKINGS

0 489	MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION	7.31	90.6	92.0	93.8	90.4		5.37
0 506	PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS	6.75	90.6	92.0	93.8	92.3		4.95
F 222	REVIEW MATERIALS FOR DOWNGRADING OR DECLASSIFICATION	5.44	40.6	46.0	52.1	50.0		5.89
A 15	ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS	4.06	34.4	36.0	39.6	38.5		5.16
C 06	EVALUATE SECURITY PROGRAMS	1.08	9.4	8.0	12.5	19.2		4.75

013 2A17). INTERPRETATION OF INSTRUCTIONS IN OTHER REGULATIONS AS THEY PERTAIN TO MATERIAL BEING INCORPORATED INTO HISTORICAL COMPILATION

0 489	MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION	7.31	90.6	92.0	93.8	90.4		5.37
0 506	PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS	6.75	90.6	92.0	93.8	92.3		4.95
B 42	IMPLEMENT SECURITY PROGRAMS	3.13	28.1	36.0	45.8	42.3		4.39
A 24	PLAN SECURITY PROGRAMS	3.06	15.6	22.3	22.9	34.6		5.38
A 16	ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH LOCAL, HOST COUNTRY, OR AIR FORCE POLICY	2.87	18.8	1.0	20.8	11.5		5.84
C 06	EVALUATE SECURITY PROGRAMS	1.08	9.4	8.0	12.5	19.2		4.75

TNG 1-2 1-4 TSM
EMP 4 0 DJF
#DA (M) (M) (F)

D TSM TITLES

014 28A COMMUNICATIONS SECURITY (CONSEC)

015 2811). CLASSIFY INFORMATION AND USE 28 3C 4C
HAJCOM/SDA EEFS

C 06 EVALUATE SECURITY PROGRAMS 1.00 9.4 8.0 12.5 19.2 4.75

016 2812). PREVENT SECURITY VIOLATIONS 28 3C 4C
(MONTECHNICAL)

C 06 EVALUATE SECURITY PROGRAMS 1.00 9.4 8.0 12.5 19.2 4.75

017 2813). PREVENT SECURITY VIOLATIONS 28 3C 4C
(TECHNICAL)

C 06 EVALUATE SECURITY PROGRAMS 1.00 9.4 8.0 12.5 19.2 4.75

018 2814). IDENTIFY INFORMATION AS CLASSI- 28 3C 4C
FIED, UNCLASSIFIED, OR OF POSSIBLE
INTELLIGENCE VALUE

C 06 EVALUATE SECURITY PROGRAMS 1.00 9.4 8.0 12.5 19.2 4.75

019 2815). IDENTIFY OFFICIAL INFORMATION AS 28 3C 4C
TOP SECRET, SECRET, CONFIDENTIAL, FOR
OFFICIAL USE ONLY, AND SPECIAL ACCESS
PROGRAMS

C 06 EVALUATE SECURITY PROGRAMS 1.00 9.4 8.0 12.5 19.2 4.75

020 2816). SELECT AND RECOMMEND MODE OF 28 3C 4C
TRANSMISSION DICTATED BY SECURITY AND
EXPEDIENCY REQUIRED

F 205 PREPARE CLASSIFIED MATERIALS FOR MAILING 5.50 71.9 72.0 70.8 71.2 5.32
F 166 ARRANGE FOR MAILING OR SHIPMENT OF EQUIPMENT, SUPPLIES,
OR MATERIALS 2.75 43.8 44.0 41.7 46.2 4.44

D TSM TILES

TNG	FMP	*D*	1-2	1-4	791	791	791	TSM
			(M)	(M)	52	72	(M)	DIF
					(M)	(M)		(F)

C 06 EVALUATE SECURITY PROGRAMS

1.00	9.4	8.0	12.5	19.2	4.75
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021 20(17). OBSERVE SECURITY PRECAUTIONS IN-
VOLED IN VOICE COMMUNICATIONS

4D	4D	4D
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C 06 EVALUATE SECURITY PROGRAMS

1.00	9.4	8.0	12.5	19.2	4.75
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022 2C. OPERATIONS SECURITY (OPSEC)

023 2C(11). BACKGROUND AND HISTORY OF OPSEC

B	C	C
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C 06 EVALUATE SECURITY PROGRAMS

1.00	9.4	8.0	12.5	19.2	4.75
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024 2C(12). DEFINITION OF OPSEC

B	C	C
---	---	---

C 06 EVALUATE SECURITY PROGRAMS

1.00	9.4	8.0	12.5	19.2	4.75
------	-----	-----	------	------	------

025 2C(13). RELATIONSHIP OF OPSEC TO OTHER
SECURITY PROGRAMS INCLUDING COMSEC,
INFORMATION SECURITY AND PHYSICAL
SECURITY

B	C	C
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C 06 EVALUATE SECURITY PROGRAMS

1.00	9.4	8.0	12.5	19.2	4.75
------	-----	-----	------	------	------

026 2C(14). COMMON OPSEC VULNERABILITIES

B	C	C
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C 06 EVALUATE SECURITY PROGRAMS

1.00	9.4	8.0	12.5	19.2	4.75
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027 2C(15). OPSEC SIGNIFICANCE OF UNCLASSIFIED
DATA AND PROCEDURES

B	C	C
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C 06 EVALUATE SECURITY PROGRAMS

1.00	9.4	8.0	12.5	19.2	4.75
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TNG 791 791 TSM
FMP 52 72 DIF
OD* (M) (M) (F)

D 7SK TITLES

028 2C1A1A SPECIFIC OPSEC VULNERABILITIES OF B C C
AFS 791X2

C 86 EVALUATE SECURITY PROGRAMS 1.88 9.4 8.0 12.5 19.2 4.75

029 3. SAFETY

030 3A. APPLY SAFETY PRECAUTIONS FOR THE PRO- 28 3C MC
TECTION OF PERSONNEL AND EQUIPMENT

C 85 EVALUATE SAFETY PROGRAMS 1.81 3.1 2.0 4.2 3.8 4.21
B 91 IMPLEMENT SAFETY PROGRAMS 1.44 15.6 18.0 18.8 21.2 4.01
A 23 PLAN SAFETY PROGRAMS 1.25 12.5 10.0 10.4 7.7 4.83

031 3B. PROCEDURES FOR ACCIDENT REPORTING B C C

C 85 EVALUATE SAFETY PROGRAMS 1.81 3.1 2.0 4.2 3.8 4.21
B 91 IMPLEMENT SAFETY PROGRAMS 1.44 15.6 18.0 18.8 21.2 4.01
A 23 PLAN SAFETY PROGRAMS 1.25 12.5 10.0 10.4 7.7 4.83
C 92 PREPARE MISHAP OR INCIDENT REPORTS .75 .0 2.0 2.1 1.9 5.07

032 4. USE TYPEWRITER TO OBTAIN PROFICIENCY
IN THE TOUCH SYSTEM

D 521 TYPE DRAFT COPIES OF HISTORICAL REPORTS 4.42 81.1 84.0 81.1 86.5 5.68
F 195 OPERATE WORD PROCESSING EQUIPMENT 4.56 25.0 36.0 43.8 36.5 6.19
D 522 TYPE FINAL COPIES OF HISTORICAL REPORTS 4.12 78.1 80.0 77.1 73.1 6.42
D 99 ADMINISTER TESTS .13 .0 .0 .0 .0 3.87

033 5. SUPERVISION AND TRAINING

034 5A. SUPERVISION

TMG 1-2 1-4 791 791 TSX
FMP 4 8 52 72 OIF
MDS (M) (M) (M) (F)

D ISM TITLES

035 SA111. ESTABLISH PRIORITIES AND SCHEDULE 3B 3C 4C
WORK ASSIGNMENTS

A 6 DETERMINE WORK PRIORITIES 5.00 81.3 82.0 72.0 76.9 5.32
A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 69.2 5.95
C 60 ANALYZE WORKLOAD REQUIREMENTS 4.31 46.9 52.0 50.0 46.2 6.17
A 25 PLAN WORK ASSIGNMENTS 3.94 43.8 40.0 33.3 34.6 5.15
B 44 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132) 2.06 15.6 12.0 10.4 13.5 5.31
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152) 1.25 3.1 6.0 .0 19.2 5.00
B 45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES 1.06 15.6 16.0 10.4 26.9 5.50
A 28 SCHEDULE LEAVES OR PASSES .81 21.9 22.0 16.7 30.8 3.26
A 29 WRITE JOB DESCRIPTIONS .63 3.1 2.0 8.3 11.5 4.98
B 52 SUPERVISE CIVILIAN PERSONNEL .56 6.3 4.0 4.2 1.9 5.93
A 1 ASSIGN PERSONNEL TO DUTY POSITIONS .50 .0 2.0 .0 5.8 4.03
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172) .06 6.3 4.0 2.1 5.8 4.76

036 SA(2). ESTABLISH PERFORMANCE STANDARDS 3B 3C 4C
AND WORK METHODS

A 6 DETERMINE WORK PRIORITIES 5.00 81.3 82.0 72.9 76.9 5.32
C 60 ANALYZE WORKLOAD REQUIREMENTS 4.31 46.9 52.0 50.0 46.2 6.17
B 48 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132) 2.06 15.6 12.0 10.4 13.5 5.31
A 12 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES 1.44 9.4 10.0 6.3 21.2 8.73
A 30 WRITE PLANS OR ANNEXES 1.25 9.4 10.0 14.6 17.3 6.46
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152) 1.25 3.1 6.0 .0 19.2 5.00
B 45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES 1.06 15.6 16.0 10.4 26.9 5.50
B 38 DRAFT DIRECTIVES OR SUPPLEMENTS TO EXISTING DIRECTIVES .81 3.1 4.0 10.4 7.7 6.26
B 52 SUPERVISE CIVILIAN PERSONNEL .56 6.3 4.0 4.2 1.9 5.93
A 1 ASSIGN PERSONNEL TO DUTY POSITIONS .50 .0 2.0 .0 5.8 4.03
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172) .06 6.3 4.0 2.1 5.8 4.76

037 SA131. CHECK COMPLETED WORK FOR ACCURACY 3B 3C 4C

B 48 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132) 2.06 15.6 12.0 10.4 13.5 5.31
D 115 EVALUATE OJT TRAINEES 2.06 6.3 10.0 6.3 11.5 5.47
D 117 EVALUATE PROGRESS OF STUDENTS 1.75 .0 4.0 .0 11.5 5.17
C 72 EVALUATE COMPLIANCE WITH PERFORMANCE STANDARDS 1.31 9.4 16.0 6.3 26.9 5.88
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152) 1.25 3.1 6.0 .0 19.2 5.00
A 50 SUPERVISE CIVILIAN PERSONNEL .56 6.3 4.0 4.2 1.9 6.93
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172) .06 6.3 4.0 2.1 5.8 4.76

SIS 791X2 MATCHED WITH OCCUPATIONAL SURVEY DATA

TNG	1-2	1-4	791	791	TSK
EMP	4	8	52	72	DIF
OD*	(M)	(M)	(M)	(M)	(F)

O TSK TITLES

O38 SAIAJ. EVALUATE WORK PERFORMANCE OF SUB- - 28 3C

ORDINATE PERSONNEL

C 93 REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL

PAPERS

C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)

D 115 EVALUATE OJT TRAINEES

C 117 EVALUATE PROGRESS OF STUDENTS

C 63 CONDUCT STAFF ASSISTANCE VISITS

C 90 EVALUATE WORK SCHEDULES

C 72 EVALUATE COMPLIANCE WITH PERFORMANCE STANDARDS

B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)

B 45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR

SUBORDINATES

B 52 SUPERVISE CIVILIAN PERSONNEL

C 75 EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR

RECLASSIFICATION

B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)

O39 SAIAJ. COMPLETE APPROPRIATE RATING FORMS - 28 3C

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)

D 115 EVALUATE OJT TRAINEES

D 117 EVALUATE PROGRESS OF STUDENTS

C 96 WRITE APR

B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)

C 97 WRITE CIVILIAN PERFORMANCE RATINGS OR SUPERVISORY

APPRAISALS

B 52 SUPERVISE CIVILIAN PERSONNEL

C 75 EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR

RECLASSIFICATION

B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)

C 66 ENDORSE CIVILIAN PERFORMANCE REPORTS

C 91 INDOORSE AIRMAN PERFORMANCE REPORTS (APR)

O40 SAIAJ. PARTICIPATE IN USAF GRADUATE - 28 28

EVALUATION PROGRAM

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)

B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)

B 52 SUPERVISE CIVILIAN PERSONNEL

B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)

D TSK TITLES

TNG	1-2	1-4	791	791	TSK
FMP	4	8	52	72	DIF
D	(M)	(M)	(M)	(M)	(F)

041 5A171. RESOLVE TECHNICAL PROBLEMS - 2B 3C
ENCOUNTERED BY SUBORDINATES

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)	2.06	15.6	12.0	10.4	13.5	5.31
C 70 EVALUATE MAINTENANCE OR USE OF WORKSPACE, EQUIPMENT, OR SUPPLIES	1.75	9.4	12.0	10.4	23.1	5.07
C 63 CONDUCT STAFF ASSISTANCE VISITS	1.62	3.1	6.0	8.3	23.1	6.09
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	1.06	15.6	16.0	10.4	26.9	5.50
B 52 SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76

042 5A181. COUNSEL PERSONNEL AND RESOLVE INDIVIDUAL PROBLEMS - 2B 3C

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)	2.06	15.6	12.0	10.4	13.5	5.31
C 63 CONDUCT STAFF ASSISTANCE VISITS	1.62	3.1	6.0	8.3	23.1	6.09
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	1.06	15.6	16.0	10.4	26.9	5.50
B 32 COUNSEL PERSONNEL ON PERSONAL OR MILITARY RELATED PROBLEMS	.75	15.6	16.0	10.4	28.8	5.99
B 52 SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76

043 5A191. APPLY ACCEPTABLE HUMAN RELATIONS TECHNIQUES 2B 3C 4C

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)	2.06	15.6	12.0	10.4	13.5	5.31
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 45 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	1.06	15.6	16.0	10.4	26.9	5.50
B 52 SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76

044 5B. TRAINING

045 5B111. EVALUATE PERSONNEL FOR NEED FOR TRAINING - 2B 4C

D 100 DETERMINE OJT TRAINING REQUIREMENTS	2.19	6.3	12.0	6.3	19.2	5.35
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D ISK	TITLES	TNG FMP 0D0	1-2 4 (M)	1-4 8 (M)	791 52 (M)	791 72 (M)	TSM DIF (F)
B 4A	SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 791321)	2.06	15.6	12.0	10.4	13.5	5.31
B 53	SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 52	SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
C 75	EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	.38	3.1	6.0	2.1	9.6	6.22
D 109	DETERMINE RESIDENT COURSE TRAINING REQUIREMENTS	.38	.0	.0	.0	.0	5.70
D 99	ADMINISTER TESTS	.13	.0	.0	.0	.0	3.87
B 54	SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76
C 95	SELECT INDIVIDUALS FOR SPECIALIZED TRAINING	.06	.0	.0	.0	1.9	5.14
D 124	SCORE TESTS	.06	.0	.0	.0	.0	3.10
D 125	WRITE TEST QUESTIONS	.06	.0	.0	.0	.0	6.06

D06 58(2). PLAN, CONDUCT, AND SUPERVISE OJT - 3C 4C

D 102	CONDUCT OJT	2.50	18.8	18.0	14.6	19.2	5.97
D 121	PLAN OJT	2.44	9.4	10.0	8.3	9.6	5.90
D 119	IMPLEMENT OJT PROGRAMS	2.37	9.4	12.0	4.2	13.5	5.65
B 48	SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 791321)	2.06	15.6	12.0	10.4	13.5	5.31
D 112	DIRECT OR IMPLEMENT OJT PROGRAMS	1.88	3.1	6.0	2.1	11.5	5.75
D 118	EVALUATE TRAINING METHODS OR TECHNIQUES	1.56	6.3	10.0	2.1	13.5	5.95
B 53	SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 45	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	1.06	15.6	16.0	10.4	26.9	5.50
D 122	PROCURE TRAINING AIDS, SPACE, OR EQUIPMENT	1.06	12.5	8.0	6.3	7.7	4.56
B 52	SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
D 116	EVALUATE OJT TRAINERS	.50	.0	.0	.0	.0	5.56
D 100	ASSIGN ON-THE-JOB TRAINING (OJT) TRAINERS	.44	.0	.0	.0	.0	4.29
B 54	SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76
D 124	SCORE TESTS	.06	.0	.0	.0	.0	3.10
D 125	WRITE TEST QUESTIONS	.06	.0	.0	.0	.0	6.06

D07 58(3). PREPARE JOB PROFICIENCY GUIDES - 3C 4C

B 48	SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 791321)	2.06	15.6	12.0	10.4	13.5	5.31
D 103	CONDUCT PROFICIENCY OR QUALIFICATION TRAINING	1.81	6.3	8.0	4.2	9.6	5.69
B 53	SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 45	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	1.06	15.6	16.0	10.4	26.9	5.50
D 114	ESTABLISH STUDY REFERENCE FILES	1.00	6.3	4.0	4.2	3.8	4.69
B 52	SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
B 54	SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76

D TSK	TITLE	TNG	1-2	1-4	791	791	TSK
		EMP	4	8	52	72	DIF
		OD*	(M)	(M)	(M)	(M)	(F)

040 SB(41). MOTIVATE TRAINEES AND TRAINEES - 28 3C

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)	2.06	15.6	12.0	10.4	13.5	5.31
D 115 EVALUATE OJT TRAINEES	2.06	6.3	10.0	6.3	11.5	5.47
D 117 EVALUATE PROGRESS OF STUDENTS	1.75	.0	4.0	.0	11.5	5.17
D 118 EVALUATE TRAINING METHODS OR TECHNIQUES	1.56	6.3	10.0	2.1	13.5	5.95
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 52 SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
D 116 EVALUATE OJT TRAINEES	.50	.0	.0	.0	.0	5.56
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76

049 SB(5). COUNSEL TRAINEES ON TRAINING PROGRESS - 28 3C

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)	2.06	15.6	12.0	10.4	13.5	5.31
D 10A COUNSEL TRAINEES ON TRAINING PROGRESS	2.06	12.5	14.0	6.3	23.1	5.19
D 115 EVALUATE OJT TRAINEES	2.06	6.3	10.0	6.3	11.5	5.47
D 117 EVALUATE PROGRESS OF STUDENTS	1.75	.0	4.0	.0	11.5	5.17
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 52 SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76

050 SB(11A1). MONITOR EFFECTIVENESS OF CAREER KNOWLEDGE UPGRADE TRAINING - 28 3C

B 40 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)	2.06	15.6	12.0	10.4	13.5	5.31
D 103 CONDUCT PROFICIENCY OR QUALIFICATION TRAINING	1.81	6.3	8.0	4.2	9.6	5.69
B 53 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	19.2	5.00
B 52 SUPERVISE CIVILIAN PERSONNEL	.56	6.3	4.0	4.2	1.9	5.93
C 75 EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	.38	3.1	6.0	2.1	9.6	6.22
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	5.8	4.76

051 SB(6)(1A2). MONITOR EFFECTIVENESS OF JOB PROFICIENCY UPGRADE TRAINING - 28 3C

C 75 EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	.38	3.1	6.0	2.1	9.6	6.22
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052 SB(6)(1A). MONITOR EFFECTIVENESS OF QUALIFICATION TRAINING - 28 3C

D ISN TNG EMP 0D* 1-2 1-4 791 791 791 791 TSM
(M) (M) (M) (M) (F)

D 103 CONDUCT PROFICIENCY OR QUALIFICATION TRAINING 1.81 6.3 8.0 4.2 9.6 5.69

053 58171. MAINTAIN TRAINING RECORDS - 28 3C

B 48 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132) 2.06 15.6 12.0 10.4 13.5 5.31
D 115 EVALUATE OJT TRAINEES 2.06 6.3 10.0 6.3 11.5 5.47
D 110 DEVELOP OR MAINTAIN TRAINING RECORDS, CHARTS, OR GRAPHS 1.94 18.8 20.0 16.7 23.1 5.04
D 117 EVALUATE PROGRESS OF STUDENTS 1.75 0.0 4.0 0.0 11.5 5.17
B 51 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152) 1.25 3.1 6.0 4.2 19.2 5.00
B 52 SUPERVISE CIVILIAN PERSONNEL 0.56 6.3 4.0 4.2 1.9 5.93
D 126 WRITE TRAINING REPORTS 0.31 3.1 2.0 0.0 3.8 5.28
B 44 INITIATE PERSONNEL ACTION REQUESTS 0.31 6.3 12.0 6.3 11.5 4.53
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172) 0.06 6.3 4.0 2.1 5.8 4.76

054 58181. EVALUATE EFFECTIVENESS OF TRAINING - 1A 3C

B 48 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132) 2.06 15.6 12.0 10.4 13.5 5.31
D 117 EVALUATE PROGRESS OF STUDENTS 1.75 0.0 4.0 0.0 11.5 5.17
D 110 EVALUATE TRAINING METHODS OR TECHNIQUES 1.56 6.3 10.0 2.1 13.5 5.95
B 51 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152) 1.25 3.1 6.0 4.2 19.2 5.00
B 52 SUPERVISE CIVILIAN PERSONNEL 0.56 6.3 4.0 4.2 1.9 5.93
D 116 EVALUATE OJT TRAINERS 0.50 0.0 0.0 0.0 0.0 5.56
C 75 EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION 0.38 3.1 6.0 2.1 9.6 6.22
D 99 ADMINISTER TESTS 0.13 0.0 0.0 0.0 0.0 3.87
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172) 0.06 6.3 4.0 2.1 5.8 4.76
D 124 SCORE TESTS 0.06 0.0 0.0 0.0 0.0 3.10
D 125 WRITE TEST QUESTIONS 0.06 0.0 0.0 0.0 0.0 6.06

055 58191. RECOMMEND PERSONNEL FOR TRAINING - 28 4C

B 48 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132) 2.06 15.6 12.0 10.4 13.5 5.31
C 73 EVALUATE CROSS TRAINEE APPLICANTS 1.94 21.9 22.0 22.9 25.0 5.65
B 51 SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152) 1.25 3.1 6.0 4.2 19.2 5.00
B 52 SUPERVISE CIVILIAN PERSONNEL 0.56 6.3 4.0 4.2 1.9 5.93
C 75 EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION 0.38 3.1 6.0 2.1 9.6 6.22
B 44 INITIATE PERSONNEL ACTION REQUESTS 0.31 6.3 12.0 6.3 11.5 4.53
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172) 0.06 6.3 4.0 2.1 5.8 4.76

TNG
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1-2 1-4
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(M) (M)

791 791
52 72
(M) (M)

TSK
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(F)

TITLES

056 A. ADMINISTRATION

057 6A. INITIATE AND CONTROL CORRESPONDENCE 2B 3C 4D

0 479 ARRANGE FOR REPRODUCTION OF HISTORICAL PRODUCTS 5.31 87.5 90.0 81.7 90.4 3.91
0 480 ARRANGE PHOTOGRAPHIC COVERAGE OF HISTORICAL EVENTS 5.25 87.5 86.0 87.5 82.7 3.97
0 490 PREPARE DISTRIBUTION LIST FOR HISTORICAL PRODUCTS 4.94 68.8 72.8 71.1 73.1 3.49
P 529 ARRANGE FOR BINDING HISTORICAL REPORTS 3.62 65.6 62.0 62.5 59.6 4.00
F 181 INITIATE WORK ORDERS FOR PHOTOGRAPHIC SUPPORT 3.28 71.9 72.0 75.0 51.9 2.76
G 257 WRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS 2.69 62.5 66.0 62.5 55.8 5.47
C 68 EVALUATE ADMINISTRATIVE FORMS, FILES, OR PROCEDURES 1.69 18.8 20.0 16.7 25.0 4.88
E 156 PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES 1.44 0.0 0.0 6.3 3.8 5.50
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS 1.37 8.4 6.0 4.2 5.8 5.01
C 87 EVALUATE SUGGESTIONS .75 6.3 8.0 6.3 5.8 4.79
B 98 INITIATE PERSONNEL ACTION REQUESTS .31 6.3 12.0 6.3 11.5 4.53

058 6B. MAINTAIN ADMINISTRATIVE FILES AND PUBLICATIONS LIBRARY 2B 3C 4D

E 144 MAINTAIN QUARTERLY HISTORICAL SERVICES OR QUERIES LOGS 5.44 78.1 80.0 83.3 73.1 2.90
E 140 PREPARE QUARTERLY HISTORICAL SERVICES OR QUERIES REPORTS 4.69 84.4 86.0 95.8 73.1 4.69
E 147 MAKE ENTRIES ON AF FORMS 80 (FILES MAINTENANCE AND DISPOSITION PLAN) 4.62 84.4 86.0 89.6 53.8 4.12
E 132 MAINTAIN ADMINISTRATIVE FILES 4.12 78.1 76.0 79.2 61.5 4.99
E 138 MAINTAIN FILES OF ADDITIONAL DUTY HISTORIAN APPOINTMENTS 4.00 81.3 84.0 81.3 71.2 3.31
E 148 MAKE ENTRIES ON AF FORMS 82 (FILES DISPOSITION CONTROL LABEL) 3.60 81.3 82.0 83.3 53.8 3.96
B 34 DIRECT MAINTENANCE OF ADMINISTRATIVE FILES 2.94 28.1 28.0 27.1 26.9 4.35
A 4 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES 2.25 37.5 34.0 35.4 53.8 5.21
A 19 ESTABLISH PUBLICATION LIBRARIES 1.94 37.5 36.0 33.3 25.0 4.76
C 78 EVALUATE MAINTENANCE OR USE OF WORKSPACE, EQUIPMENT, OR SUPPLIES 1.75 9.4 12.0 10.4 23.1 5.07
C 68 EVALUATE ADMINISTRATIVE FORMS, FILES, OR PROCEDURES 1.69 18.8 20.0 16.7 25.0 4.88
E 134 MAINTAIN AIR FORCE PUBLICATION INDEXES 1.69 15.6 12.0 12.5 9.6 4.13

059 6C. MAINTAIN MICROFILM FILES AND OPERATE MICROFILMING READERS 2B 3C 4C

P 537 MAINTAIN MICROFILM 4.31 87.5 80.0 75.0 69.2 3.79
P 533 INSPECT MICROFILM TO INSURE INFORMATION IS RETRIEVABLE 3.69 46.9 46.0 47.9 53.8 4.36

D ISK TITLES

	TMG	1-2	1-4	791	791	TSM
	FMP	4	8	52	72	DIF
	MOD	(M)	(M)	(M)	(M)	(F)
A 4 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	2.25	37.5	34.0	35.4	53.8	5.21
C 7B EVALUATE MAINTENANCE OR USE OF WORKSPACE, EQUIPMENT, OR SUPPLIES	1.75	9.4	12.0	10.4	23.1	5.07
Q 49D MICROFILM HISTORICAL MATERIALS	.31	.0	.0	.0	.0	4.59

060 6D. ESTABLISH AND MAINTAIN RESEARCH AND REFERENCE FILES 3C 4B 4D

P 535 MAINTAIN HISTORICAL FILES

	6.37	93.8	96.0	97.9	92.3	4.78
	1.88	25.0	28.0	35.4	34.6	5.82
A 11 ESTABLISH OR MAINTAIN PLANS, OPERATIONS ORDERS, OR ANNEXES						

DA1 7. COMMUNICATIVE SKILLS

062 7A. BASICS OF COMPOSITION AND METHODS OF WRITING B C D

O 486 EDIT HISTORICAL NARRATIVES

	6.69	84.4	88.0	91.7	90.4	6.31
	5.25	56.3	62.0	66.7	73.1	5.09
B 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES						
G 253 USE COPY EDITING/PROOFREADING SYMBOLS	2.12	21.9	18.0	20.8	21.2	3.99

063 7B. BASICS OF HISTORICAL WRITING EDITORIAL STYLE B C D

O 486 EDIT HISTORICAL NARRATIVES

	6.69	84.4	88.0	91.7	90.4	6.31
	6.06	87.5	92.0	93.8	92.3	5.65
O 509 PROOFREAD HISTORICAL REPORTS						
G 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES	5.25	56.3	62.0	66.7	73.1	5.09
G 253 USE COPY EDITING/PROOFREADING SYMBOLS	2.12	21.9	18.0	20.8	21.2	3.99

064 7C. BASICS OF ORAL COMMUNICATIONS A C D

F 227 WRITE INTERVIEW QUESTIONS FOR ORAL HISTORY INTERVIEWS

	4.44	46.9	40.0	41.7	44.2	5.39
	2.37	28.1	30.0	29.2	26.9	5.55
A 21 PLAN BRIEFINGS						

TNG	1-2	1-4	791	791	TSK
EMP	4	8	52	72	DIF
AD*	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

065 8. HISTORICAL DATA AND NARRATIVE

HISTORIES

066 8A. BASICS OF HISTORIOGRAPHY (HISTORICAL B C C
THEORY AND METHODOLOGY), OBJECTIVES OF
THE AIR FORCE HISTORICAL PROGRAM, AND
THE RESPONSIBILITY FOR ITS IMPLEMENTA-
TION AT ALL LEVELS OF COMMAND

0 513 RESPOND TO HIGHER HEADQUARTERS CRITICAL REVIEWS OF HISTORY
A 27 REVIEW PLANS
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS

5.00	70.1	84.0	83.3	70.8	5.32
1.37	21.9	22.0	22.9	30.8	4.63
1.37	9.4	6.0	4.2	5.8	5.01

067 8B. ASSEMBLE HISTORICAL DATA

068 8B(1). SELECT TOPICS FOR NARRATIVE AND 2B 3C 4C
DOCUMENTARY COVERAGE

0 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS
0 527 WRITE QUESTIONS FOR USE IN OBTAINING HISTORICAL
INFORMATION

6.50	90.6	94.0	93.8	90.4	6.38
5.88	81.3	72.0	83.3	76.9	5.68

0 515 SELECT BIOGRAPHICAL DATA FOR USE IN HISTORICAL REPORTS

4.12	60.8	60.0	70.8	73.1	5.26
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069 8B(2). IDENTIFY SOURCES OF INFORMATION 2B 3C 4C
AND ESTABLISH PROCEDURES FOR COLLECTING
DOCUMENTS

0 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS
0 487 ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS
B 39 ESTABLISH DEADLINES
0 107 DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION
A 17 ESTABLISH PROCEDURES FOR SPECIAL EVENTS, SUCH AS OPEN
HOUSES

7.31	90.6	94.0	95.8	84.2	6.46
6.62	90.6	92.0	93.8	90.4	5.73
3.87	80.6	86.0	52.1	50.0	4.51
1.88	15.6	22.0	14.6	19.2	4.17
1.19	3.1	4.0	4.2	7.7	6.60

070 8B(1). RESEARCH MATERIAL IN UNIT FILES: 2B 3C 4C
PLANS, PROGRAMS, ORDERS, CONFERENCE
NOTES, ETC., AND EXTRACT PERTINENT DATA

0 TSK TITLES TNG EMP 40* 1-2 1-4 791 791 791 TSK
4 (M) (M) 52 72 DIF
(M) (M) (M) (F)

0 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS 7.31 90.6 94.0 95.8 94.2 6.46
0 487 ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS 6.62 90.6 92.0 93.8 90.4 5.73
0 518 SELECT PHOTOGRAPHS FOR USE IN HISTORICAL REPORTS 5.50 87.5 90.0 93.8 90.4 5.18
6 243 RESEARCH FILES OR LIBRARIES FOR INFORMATIONAL MATERIALS 2.69 75.0 70.0 64.6 51.9 4.74
0 107 DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION 1.88 15.6 22.0 14.6 19.2 4.17

071 68(4). ATTEND CONFERENCES AND STAFF MEETINGS AND TAKE NOTES 28 3C 4C

0 520 TAKE NOTES AT MEETINGS OR EVENTS FOR HISTORICAL DOCUMENTATION 5.69 90.6 90.0 93.8 88.5 4.69

072 88(5). CONDUCT AND RECORD INTERVIEWS 28 3C 4C

0 488 INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A PERSPECTIVE OF HISTORICAL EVENTS 6.62 80.6 86.0 81.7 86.6 5.60
0 482 CONDUCT INTERVIEWS TO SUPPLEMENT HISTORICAL MATERIALS 6.31 93.8 94.0 95.8 92.3 5.71
F 227 WRITE INTERVIEW QUESTIONS FOR ORAL HISTORY INTERVIEWS 4.44 46.9 40.0 41.7 44.2 5.39
F 228 SCHEDULE INTERVIEWS 4.38 75.0 72.0 58.3 58.6 3.85
F 218 RESEARCH MATERIALS FOR INTERVIEWS 4.17 53.1 56.0 66.7 51.9 5.01
6 252 TRANSCRIBE TAPED INTERVIEWS 2.18 21.9 18.0 22.8 21.2 4.46
F 217 REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED AS PART OF ORAL HISTORY INTERVIEWS 1.88 15.6 14.0 18.8 19.2 3.80
L 386 OPERATE AUDIO RECORDERS .00 3.1 2.0 2.1 3.8 3.90

073 88(6). SELECT AND VERIFY AUTHENTICITY OF 28 3C 4C
SUPPORTING DOCUMENTS, SUCH AS LETTERS,
MEMOS, STAFF STUDIES, AND MESSAGES

0 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS 7.31 90.6 94.0 95.8 94.2 6.46
0 513 COORDINATE FINAL REVIEWS OF HISTORICAL REPORTS WITH STAFF PERSONNEL 6.68 80.6 92.0 93.8 92.3 4.99
0 517 SELECT OR VERIFY AUTHENTICITY OF SUPPORTING DOCUMENTS 6.50 90.6 92.0 95.8 92.3 6.49
C 93 REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS 5.50 53.1 60.0 52.1 61.5 6.09
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY 5.25 71.9 76.0 66.7 78.8 5.95

074 88(7). MAINTAIN TOPICALLY ORIENTED RESEARCH FILE SYSTEM 28 3C 4C

F 136 MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES 6.62 90.6 90.0 91.7 73.1 4.96

D ISM	TITLES	TNG	1-2	1-4	791	791	TSK
		FMP	4	8	52	72	DIF
		40*	(M)	(M)	(M)	(M)	(F)

0 505 PREPARE OR ASSEMBLE TOPICAL FILES ON MAJOR PROBLEMS, EVENTS, OR SUBJECTS 5.75 68.8 66.0 68.8 73.1 5.69

075 BR1A). ANALYZE AND CLASSIFY INFORMATION 28 3C 4C
OBTAINED

C 93 REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS 5.50 53.1 60.0 52.1 61.5 6.09

C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY 5.28 71.9 76.0 66.7 78.0 5.95

076 0819). ESTABLISH AND CONDUCT UNIT HISTORY 28 3C 4C
PROGRAM INCLUDING PREPARING LOCAL DIRECTIVES OUTLINING RESPONSIBILITIES, PROPER FORMAT, AND DUE DATE OF REPORTS, ETC.

0 483 COORDINATE FINAL REVIEWS OF HISTORICAL REPORTS WITH STAFF PERSONNEL 6.69 90.6 92.0 93.8 92.3 4.99

F 176 COORDINATE WITH TECHNICAL ADVISORS ON THE ACCURACY OF STORY OR HISTORICAL MATERIALS 5.06 65.6 68.0 60.4 75.0 5.00

B 39 ESTABLISH DEADLINES 3.87 40.6 46.0 52.1 50.0 4.51

F 175 COORDINATE WITH AGENCIES OR INDIVIDUALS TO COMPLETE ASSIGNMENTS 3.50 34.4 32.0 22.9 36.6 4.90

A 20 ESTABLISH UNIT ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDING OPERATING PROCEDURES (SOP) 1.88 15.6 14.0 18.8 26.9 5.87

B 38 DRAFT DIRECTIVES OR SUPPLEMENTS TO EXISTING DIRECTIVES OTHER THAN OI OR SOP .81 3.1 4.0 10.4 7.7 6.26

077 8C. COMPILER UNIT HISTORIES, HISTORICAL MONOGRAPHS, SPECIAL STUDIES, AND OTHER PAPERS BASED ON HISTORICAL RECORDS

078 0C11). PREPARE IN OUTLINE FORM CHRONOLOGICAL ACCOUNT OF HISTORY AND PRESENT STATUS OR ORGANIZATION AND PROGRAMS 28 3C 4C

0 993 PREPARE CHRONOLOGIES FOR HISTORICAL REPORTS 6.50 90.6 94.0 95.8 96.2 5.19
0 504 PREPARE MONOGRAPHS OR EXPANDED CHRONOLOGIES 5.12 53.1 58.0 64.6 61.5 6.22
0 998 PREPARE GAZETTEERS FOR HISTORICAL REPORTS 3.87 12.5 18.0 18.8 26.9 4.73
0 492 PREPARE BIBLIOGRAPHIES FOR HISTORICAL REPORTS 3.13 21.9 24.0 22.9 28.8 5.44

TNR 1-2 1-4 791 791 TSM
EMP 4 8 52 72 DIF
#D# (M) (M) (F)

O TSK TITLES

079 AC121. OUTLINE MATERIAL AND WRITE NARRA- 28 3C 4C

TIVE HISTORY INCLUDING FOOTNOTES AND
SUPPORTING DOCUMENTS

0 526 WRITE NARRATIVES FOR HISTORICAL REPORTS 7.31 93.8 96.0 97.9 94.2 7.41
0 496 PREPARE FOOTNOTES FOR HISTORICAL REPORTS 6.69 90.6 94.0 97.9 90.4 5.20
0 495 PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT 6.12 87.5 92.0 95.8 90.4 4.96
VOLUMES
0 523 WRITE ABSTRACTS FOR HISTORICAL REPORTS 5.56 87.5 90.0 95.8 90.4 5.32
0 528 WRITE SPECIAL HISTORICAL REPORTS, MONOGRAPHS, OR 5.56 86.3 84.0 84.2 83.5 7.15
CHRONOLOGIES TO DOCUMENT UNUSUAL EVENTS
0 508 PREPARE MONOGRAPHS OR EXPANDED CHRONOLOGIES 5.12 53.1 58.0 64.6 61.5 6.22
0 525 WRITE FOREWORDS FOR HISTORICAL REPORTS 4.31 78.1 82.0 81.3 71.2 5.43

080 AC131. DRAFT CHARTS AND GRAPHS TO ILLU- 28 3C 4C

TRATE HISTORICAL DATA

0 491 PREPARE APPENDICES FOR HISTORICAL REPORTS 6.25 93.8 94.0 95.8 92.3 5.47
0 485 DRAFT CHARTS OR GRAPHS TO ILLUSTRATE HISTORICAL DATA 5.69 84.4 86.0 89.6 92.3 5.45
0 504 PREPARE MONOGRAPHS OR EXPANDED CHRONOLOGIES 5.12 53.1 58.0 64.6 61.5 6.22
6 262 WRITE PHOTO CUTLINES 1.37 9.4 12.0 10.4 17.3 4.61
8 33 DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, 1.25 15.6 12.0 16.7 9.6 3.90
GRAPHS, OR CHARTS

081 AC141. ASSEMBLE MATERIALS IN PROPER COM- 28 3C 4C

PLETED HISTORY FORMAT

0 481 ASSEMBLE HISTORICAL NARRATIVE AND SUPPORTING DOCUMENT 6.69 93.8 96.0 97.9 90.4 5.41
VOLUMES
0 495 PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT 6.12 87.5 92.0 95.8 90.4 4.96
VOLUMES
0 497 PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL 5.63 93.8 88.0 91.7 88.5 3.79
REPORTS
0 501 PREPARE LINEAGE AND HONORS DATA FOR HISTORICAL REPORTS 5.56 87.5 88.0 89.6 88.5 4.93
0 503 PREPARE LIST OF SUPPORTING DOCUMENTS FOR HISTORICAL 5.31 93.8 96.0 97.9 90.4 4.20
REPORTS

0 499 PREPARE GLOSSARIES FOR HISTORICAL REPORTS 5.25 90.6 94.0 93.8 90.4 4.52
0 504 PREPARE MONOGRAPHS OR EXPANDED CHRONOLOGIES 5.12 53.1 58.0 64.6 61.5 6.22
0 507 PREPARE TABLE OF CONTENTS FOR HISTORICAL REPORTS 5.12 90.6 92.0 93.8 90.4 4.04
0 508 PREPARE TITLE PAGES FOR HISTORICAL REPORTS 5.12 90.6 92.0 93.8 88.5 3.55
0 502 PREPARE LIST OF ILLUSTRATIONS FOR HISTORICAL REPORTS 5.06 62.5 74.0 79.2 80.8 4.02
2 530 BIND HISTORICAL REPORTS 4.38 90.6 94.0 95.8 90.4 4.08
0 500 PREPARE INDICES FOR HISTORICAL REPORTS 4.19 46.9 42.0 43.8 46.2 4.83

	1-2	1-4	701	791	TSM
TMG					
EMP	4	8	52	72	DIF
SDs	(M)	(M)	(M)	(M)	(F)

TNG 1-2 1-4 791 791 TSM
FMP 4 8 52 72 DIF
4D* (M) (M) (M) (F)

D TSM TITLES

DB5 ADJ11, CONDUCT RESEARCH AND PROVIDE 28 3C 4C

HISTORICAL DATA TO ASSIST THE COMMANDER
AND STAFF IN PREPARING STAFF STUDIES,
SPECIAL PROJECTS, SPEECHES, ETC., AND IN
APPEARING BEFORE INQUIRING COMMITTEES

O 511 RESEARCH ORGANIZATIONAL FILES, LIBRARIES, OR ARCHIVES 7.06 93.8 96.0 95.8 98.1 6.28

FOR HISTORICALLY SIGNIFICANT DOCUMENTS

O 512 RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT 7.06 96.9 98.0 97.9 94.2 5.92

DOCUMENTS

O 510 RESEARCH HISTORICAL ARCHIVES 6.37 93.8 94.0 95.8 96.2 5.50

F 100 GATHER PHOTO AND NEGATIVES 4.12 71.9 74.0 70.8 55.8 2.96

C 02 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING,
MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS

C 98 WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS 3.25 10.8 28.0 29.2 40.4 6.81

F 204 PREPARE BRIEFINGS 2.69 32.5 34.0 30.6 30.8 6.00

A 21 PLAN BRIEFINGS 2.37 28.1 30.0 29.2 26.9 5.55

F 167 ASSEMBLE SLIDES FOR TAPE OR SLIDE PRESENTATIONS 1.54 18.8 22.0 20.8 17.3 4.49

G 267 WRITE SPEECHES .31 .0 2.0 2.1 1.9 7.12

DB6 ADJ11, INFORM COMMANDER AND STAFF ON 28 3C 3C

HISTORICAL PROGRAM, OBJECTIVES AND CAPA-
BILITIES IN SERVING NEEDS OF DAY-TO-DAY
ACTIVITIES

P 530 PROVIDE STAFF WITH "CROSS-TELL" OF OTHER HISTORICAL 4.31 50.0 50.0 62.6 50.0 4.75

MATERIALS

C 61 BRIEF COMMANDERS AND STAFF PERSONNEL ON THE STATUS OF
HISTORICAL OR PUBLIC AFFAIRS PROGRAMS

F 204 PREPARE BRIEFINGS 2.69 37.5 34.0 39.6 30.8 6.00

A 21 PLAN BRIEFINGS 2.37 28.1 30.0 29.2 26.9 5.55

F 167 ASSEMBLE SLIDES FOR TAPE OR SLIDE PRESENTATIONS 1.54 18.8 22.0 20.8 17.3 4.49

DB7 02, REVIEW HISTORIES PREPARED BY SUBOR- 1 3C 4C

DIAMATE UNITS FOR COMPLIANCE WITH
DIRECTIVES

C 93 REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL 5.50 53.1 60.0 52.1 61.5 6.09

PAPERS

C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY 5.25 71.9 76.0 66.7 78.8 5.95

O 524 WRITE CRITIQUES OF SUBORDINATE UNIT HISTORIES 3.19 12.5 16.0 18.8 32.7 6.73

C 89 EVALUATE UNIT HISTORIES 3.06 21.9 30.0 31.3 55.8 5.01

C 63 CONDUCT STAFF ASSISTANCE VISITS 1.62 3.1 6.0 8.3 23.1 6.09

C 64 CRITIQUE MONOGRAPHS, CHRONOLOGIES, SPECIAL REPORTS, OR
HISTORY REPORTS

C 74 EVALUATE HISTORY PRODUCTS FOR AWARDS 1.06 9.4 8.0 4.2 13.5 6.39

D TSM	TITLES	TNG FMP OD*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
TASKS NOT REFERENCED							
HIGH IN TRAINING EMPHASIS							
A 10	ESTABLISH LIAISON WITH LOCAL COMMANDERS	4.56	34.4	42.0	35.4	48.1	5.07
F 162	PREPARE REQUESTS FOR ADMINISTRATIVE, TECHNICAL, OR HISTORICAL INFORMATION	4.06	68.8	72.0	77.1	73.1	4.58
HISTORICAL INFORMATION							
B 46	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	2.19	31.3	40.0	41.7	42.3	3.73
G 228	ADVISE PHOTOGRAPHERS ON PHOTO SELECTION OR PHOTO ARRANGEMENT	2.19	18.8	24.0	27.1	21.2	5.07
1 STD DEVIATION ABOVE MEAN TNG EMPHASIS							
B 37	DIRECT UTILIZATION OF EQUIPMENT	2.12	15.6	18.0	12.5	21.2	4.76
A 7	DEVELOP ORGANIZATIONAL CHARTS	1.81	15.6	24.0	29.2	26.9	3.96
F 206	PREPARE DISPLAYS FOR MUSEUMS	1.75	15.6	12.0	10.4	7.7	5.99
C 76	EVALUATE INSPECTION REPORTS OR PROCEDURES	1.69	3.1	10.0	6.3	19.2	5.60
E 163	PREPARE REQUESTS FOR EXPENDITURE OF FUNDS, SUCH AS PRINTING OR SUPPLY FUNDS	1.69	12.5	10.0	10.4	15.4	5.78
F 193	OPERATE SLIDE PROJECTORS	1.69	21.9	24.0	22.9	17.3	2.89
G 255	WRITE FACI SHEETS	1.69	21.9	18.0	22.9	15.4	5.48
G 264	WRITE REPORTS ON PUBLIC AFFAIRS ACTIVITIES FOR HISTORICAL PURPOSES	1.69	15.6	14.0	14.6	13.5	5.49
B 59	SUPERVISE RADIO AND TV BROADCASTING TECHNICIANS	1.56	3.1	2.0	.0	1.9	5.65
AVERAGE IN TRAINING EMPHASIS RATINGS							
F 223	SCHEDULE BRIEFINGS	1.56	18.8	18.0	14.6	13.5	3.83
A 5	DETERMINE TARGET AUDIENCES FOR DISTRIBUTION OF INFORMATIONAL PRODUCTS	1.50	3.1	6.0	8.3	13.5	5.60
ABOVE AVERAGE							
A 3	COORDINATE PROTOCOL ACTIVITIES	1.44	.0	.0	2.1	13.5	6.94
C 80	EVALUATE PROCEDURES FOR STORAGE, INVENTORY, OR INSPECTION OF PROPERTY ITEMS	1.44	6.3	10.0	10.4	13.5	4.22
N 468	OPERATE STILL CAMERAS	1.44	21.9	28.0	27.1	13.5	4.91
A 2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	1.37	6.3	6.0	2.1	9.6	2.23
F 190	OPERATE AUDIOVISUAL EQUIPMENT	1.37	21.9	26.0	27.1	21.2	3.62
F 168	CATALOG AND LABEL AUDIOVISUAL MATERIALS	1.25	18.8	12.0	14.6	11.5	3.83
F 174	COORDINATE PRODUCTION OF ART WORK OTHER THAN PHOTOS WITH GRAPHICS SHOPS	1.25	12.5	16.0	16.7	21.2	4.19
F 194	OPERATE VIDEO DISPLAY TERMINALS (VDT)	1.25	3.1	2.0	4.2	1.9	4.76
C 71	EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	1.19	6.3	10.0	4.2	28.8	7.10
F 208	PREPARE PRESENTATION VISUALS	1.19	3.1	4.0	2.1	9.6	4.89
C 62	CONDUCT JOB APPLICANT INTERVIEWS	1.12	18.8	18.0	14.6	21.2	5.59
F 219	RESPOND TO DISASTER SITUATIONS OR DISASTER PREPAREDNESS EXERCISES	1.12	25.0	24.0	27.1	7.7	5.88
G 259	WRITE MAGAZINE STORIES	1.12	.0	2.0	4.2	.0	6.17
C 81	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, OR DISSEMINATING INFORMATION MATERIALS	1.06	9.4	16.0	8.3	17.3	5.12
E 139	MAINTAIN FILES OF PAST EDITIONS OF BASE NEWSPAPERS	1.06	21.9	20.0	25.0	13.5	2.28
N 470	PERFORM OPERATIONAL CHECKS OF STILL CAMERA EQUIPMENT OR ACCESSORIES	1.06	9.4	14.0	10.4	9.6	4.41
E 149	MAKE ENTRIES ON DD FORMS 2266 (INFORMATION FOR HOMEOWN NEWS RELEASE)	1.00	3.1	2.0	2.1	.0	3.13
F 179	GATHER COLOR SLIDES	1.00	34.4	26.0	27.1	17.3	3.13
F 97	PERFORM QUALITY CONTROL AT PRINTING PLANTS	1.00	.0	.0	.0	3.8	5.36
G 247	REWRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS	1.00	21.9	16.0	12.5	21.2	5.42

1 STD DEVIATION ABOVE MEAN TNG EMPHASIS

AVERAGE IN TRAINING EMPHASIS RATINGS

D TSK	TITLES	TNG EMP OD*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
F 184	MAINTAIN COLOR SLIDES FILES	.94	25.0	16.0	16.7	17.3	3.50
G 256	WRITE FEATURES	.94	21.9	20.0	18.8	11.5	6.11
G 266	WRITE SPECIAL COLUMNS OR EDITORIALS	.94	6.3	8.0	8.3	3.8	6.32
M 278	DEVELOP INFORMATION MATERIALS FOR PUBLICATIONS, SUCH AS FACT SHEETS, SPEECHES, OR BIOGRAPHIES	.94	9.4	8.0	8.3	5.8	5.83
M 424	LOAD OR UNLOAD 16MM FILM PROJECTORS	.94	3.1	4.0	2.1	5.8	3.09
F 185	MAINTAIN MUSEUMS	.88	3.1	4.0	2.1	5.8	6.95
D 113	DIRECT OR IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	.81	3.1	2.0	2.1	5.8	5.52
F 159	PREPARE AND SUBMIT WORKLOAD FACTOR REPORTS	.81	.0	.0	.0	1.9	5.99
F 171	CONDUCT IN-HOUSE ORGANIZATIONAL TOURS	.81	6.3	8.0	10.4	.0	4.30
A 22	PLAN LAYOUT OF FACILITIES	.75	9.4	6.0	6.3	5.8	5.61
B 40	IMPLEMENT COST-REDUCTION PROGRAMS, SUCH AS FRAUD, WASTE, AND ABUSE	.75	6.3	8.0	8.3	9.6	4.51
D 120	IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	.75	9.4	8.0	6.3	5.8	5.36
F 140	MAINTAIN INTERNAL INFORMATION FILES	.75	12.5	20.0	20.8	9.6	3.72
F 198	PERFORM QUALITY CONTROL ON TAPE OR SLIDE PRESENTATIONS	.75	.0	.0	.0	3.8	4.85
F 218	REQUEST CLEARANCE OF COPYRIGHT MATERIALS	.75	.0	.0	4.2	3.8	4.28
G 265	WRITE SCRIPTS FOR TAPE OR SLIDE PRESENTATIONS	.75	9.4	6.0	8.3	7.7	6.11
F 186	MAINTAIN UNIT ROSTERS OF ADDITIONAL DUTY PUBLIC AFFAIRS REPRESENTATIVES	.69	.0	.0	.0	.0	2.89
F 182	INSPECT CONDITION OF FILMS	.69	9.4	8.0	10.4	9.6	3.16
F 209	PREPARE VISUALS FOR PUBLICATION	.69	.0	.0	4.2	5.8	5.11
G 246	REWRITE COPY TO UPDATE ARTICLES	.69	.0	.0	.0	1.9	5.05
N 473	PERFORM PREVENTIVE MAINTENANCE ON STILL CAMERAS OR ACCESSORIES	.69	3.1	4.0	2.1	3.8	4.68
A 9	DRAFT BUDGET OR FINANCIAL REQUIREMENTS	.63	12.5	12.0	10.4	32.7	7.58
A 14	ESTABLISH PROCEDURES FOR LIAISON WITH UNIT PUBLIC AFFAIRS REPRESENTATIVES (UPAR)	.63	3.1	2.0	.0	1.9	4.80
F 192	OPERATE PUBLIC ADDRESS SYSTEMS	.63	3.1	2.0	6.3	1.9	3.44
G 260	WRITE NEWS STORIES	.63	12.5	10.0	8.3	9.6	5.69
M 273	ASSIST WITH AND PROVIDE INFO MATERIALS FOR INDIVIDUALIZED NEWCOMER TREATMENT AND ORIENTATION (INTRO) PROGRAM OTHER THAN NEWS MEDIA PERSONNEL	.63	18.8	14.0	6.3	13.5	3.73
I 323	SELECT AIR FORCE VIDEO MATERIALS FOR RELEASE TO CIVILIANS	.63	.0	.0	2.1	.0	4.85
M 423	LOAD OR UNLOAD SLIDES INTO OR FROM SLIDE DRUMS	.63	3.1	4.0	2.1	5.8	2.50
M 442	PERFORM OPERATOR MAINTENANCE ON 16MM FILM PROJECTORS	.63	3.1	4.0	.0	5.8	4.59
M 443	PERFORM OPERATOR MAINTENANCE ON 35MM SLIDE PROJECTORS	.63	.0	2.0	.0	3.8	4.45
N 460	CHANGE CAMERA LENSES	.63	12.5	18.0	18.8	9.6	3.41
N 464	MOUNT CAMERAS ON TRIPODS, SHOULDER PODS, BODY BRACES, OR PISTOL GRIPS	.63	3.1	4.0	4.2	5.8	3.39
N 466	OPERATE ELECTRONIC FLASH SYSTEMS	.63	9.4	12.0	12.5	9.6	4.31
M 469	OPERATE VARIABLE FOCAL LENGTH (ZOOM) LENSES	.63	12.5	16.0	16.7	9.6	4.68
B 47	MANAGE PUBLIC AFFAIRS ACTIVITIES	.54	.0	.0	.0	1.9	6.46
R 51	SUPERVISE BASE NEWSPAPER OR GUIDE PROGRAMS	.56	.0	.0	.0	.0	6.05
E 157	PREPARE AND SUBMIT AFIO FORMS 349 (MAINTENANCE DATA COLLECTION RECORD)	.56	6.3	4.0	2.1	9.6	4.45
F 199	PLAN BOOK LAYOUTS	.56	9.4	10.0	12.5	9.6	6.33
G 254	WRITE BIOGRAPHIES OF AIR FORCE PERSONNEL OR OTHER DIGNITARIES	.56	9.4	6.0	4.2	3.8	5.34

D TSM	TITLES	TNG	1-2	1-4	791	791	791	TSM
		EMP	4	8	52	72	DIF	
		#04	(M)	(M)	(M)	(M)	(F)	
M 291	PROOFREAD COPY	.56	28.1	30.0	29.2	15.4		5.10
I 311	PARTICIPATE IN BASE COMMUNITY COUNCIL MEETINGS	.56	3.1	2.0	.0	1.9		3.93
I 314	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COMMUNITIES UNDER THE DEFENSE COMMUNITY SERVICE PROGRAM	.56	.0	.0	.0	1.9		6.15
M 457	ARRANGE TRANSPORTATION OF BASE PHOTOGRAPHERS OR ELECTRONIC FIELD PRODUCTION (EFP) OPERATORS OR EQUIPMENT	.50	6.3	6.0	12.5	1.9		3.71
D 121	REVIEW CURRICULUM CHANGES FOR TRAINING COURSES	.44	.0	.0	.0	.0		5.38
E 161	PREPARE REPORTS ON USE OF AUDIO MATERIALS	.44	.0	.0	.0	.0		4.74
F 172	COORDINATE ACTIVITIES AND STORIES INTERNALLY	.44	10.8	12.0	8.3	7.7		4.49
C 69	EVALUATE ALERT OR EMERGENCY PROCEDURES	.38	.0	.0	.0	5.8		5.68
E 130	COMPILE MONTHLY STATION ACTIVITY	.38	6.3	4.0	6.3	.0		5.58
I 302	COORDINATE REPLIES TO CIVILIAN INQUIRIES WITH APPROPRIATE AGENCIES	.38	10.8	14.0	10.8	5.8		4.98
E 135	MAINTAIN COMMUNITY RELATIONS FILES	.31	.0	.0	.0	.0		4.40
E 145	MAINTAIN RADIO OR TV BROADCASTINGS RELATED FILES	.31	.0	.0	.0	.0		4.39
F 196	PACK OR UNPACK REMOTE EQUIPMENT	.31	.0	.0	.0	.0		3.34
G 251	TAKE NOTES AT MEETINGS OR ON-SCENE EVENTS FOR PUBLIC AFFAIRS USE	.31	3.1	4.0	6.3	3.8		4.32
I 304	COORDINATE USE OF AIR FORCE EQUIPMENT OR EXHIBITS IN COMMUNITY EVENTS	.31	9.4	8.0	4.2	3.8		5.40
I 312	PARTICIPATE IN BASE COMMUNITY COUNCIL SPONSORED EVENTS	.31	3.1	2.0	.0	1.9		4.03
I 313	PARTICIPATE IN PLANNING OPEN HOUSE ACTIVITIES	.31	6.3	6.0	4.2	3.8		5.66
I 318	PREPARE PROMOTIONAL MATERIAL ON MILITARY EVENTS OF INTEREST TO AREA COMMUNITIES	.31	.0	2.0	2.1	.0		5.30
J 334	COORDINATE REPLIES TO NEWS MEDIA INQUIRIES	.31	3.1	2.0	2.1	3.8		5.63
M 400	ADAPT COPY OR SCRIPT FOR VIDEO PRESENTATIONS	.31	.0	.0	2.1	.0		5.89
M 418	EDIT OR SPlice VIDEO MATERIALS	.31	.0	.0	2.1	.0		5.19
M 434	OPERATE VIDEO TAPE RECORDERS OR PLAYBACK UNITS	.31	.0	2.0	4.2	1.9		4.41
M 445	PERFORM PREOPERATIONAL CHECKS ON VIDEO CASSETTE MACHINES	.31	.0	.0	2.1	.0		4.51
M 456	WRITE VIDEO TAPE SYNOPSIS	.31	.0	.0	.0	.0		4.54
M 467	OPERATE EXPOSURE METERS	.31	6.3	8.0	8.3	5.8		4.48
N 475	REVIEW STOCK FILMS, VIDEOTAPES, OR SOUND TRACKS	.31	.0	.0	.0	3.8		3.89
B 31	CONDUCT STAFF MEETINGS	.25	3.1	6.0	2.1	3.8		4.33
F 183	MAINTAIN AIR FORCE ART COLLECTION	.25	.0	.0	.0	1.9		4.00
M 286	PREPARE BULLETIN BOARDS OR SIGN BOARDS	.25	3.1	4.0	4.2	3.8		3.60
I 306	MAINTAIN BACKGROUND FILES ON COMMUNITY GROUPS OR INDIVIDUALS	.25	.0	2.0	4.2	5.8		4.58
J 352	RESPOND TO NEWS MEDIA INQUIRIES	.25	3.1	2.0	4.2	3.8		5.69
M 358	CLEAN FILM, RECORD, OR VIDEOTAPE	.25	.0	.0	.0	.0		3.56
M 368	MAINTAIN RECORDS OF USE OF LIBRARY MATERIAL	.25	3.1	2.0	.0	1.9		3.89
L 375	CLEAN AUDIO RECORDING OR PLAYBACK HEADS	.25	3.1	4.0	4.2	1.9		3.15
L 383	EDIT OR SPlice AUDIO TAPES	.25	.0	.0	.0	.0		4.35
B 41	IMPLEMENT SUGGESTION PROGRAMS	.19	6.3	6.0	2.1	5.8		3.99
F 202	PLAN TOURS	.19	.0	2.0	4.2	.0		4.61
F 213	READ CITATIONS FOR AWARD OR RETIREMENT CEREMONIES	.19	.0	4.0	6.3	1.9		2.92
I 300	CONDUCT BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS	.13	3.1	2.0	4.2	1.9		4.84
M 461	CLEAN CAMERAS OR ACCESSORIES	.13	9.4	18.0	14.6	11.5		4.08
M 462	COMPUTE DEPTH OF FIELD OR HYPERFOCAL DISTANCES	.13	6.3	8.0	6.3	7.7		4.83

D TSK	TITLE	TNG EMP #0*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
C 70	EVALUATE ARMED FORCES RADIO AND TELEVISION (AFRT) STATION OPERATIONS OR MAINTENANCE	.06	3.1	2.0	.0	1.9	6.50
D 111	DEVELOP RESIDENT COURSE OR CAREER DEVELOPMENT COURSE (CDC) CURRICULUM MATERIALS	.06	3.1	2.0	.0	1.9	7.34
A 11	ESTABLISH PROCEDURES FOR COLLECTING AND EVALUATING NEWS AND FEATURE ITEMS	.00	6.3	4.0	4.2	1.9	5.02
A 18	ESTABLISH PROGRAMMING GUIDELINES FOR RADIO OR TELEVISION BROADCASTS	.00	.0	.0	.0	.0	6.09
B 35	DIRECT NEWSPAPER MAKEUP AT PRINTING PLANTS	.00	3.1	2.0	.0	1.9	5.61
B 36	DIRECT OR SUPERVISE RADIO OR TELEVISION OPERATION ACTIVITIES	.00	3.1	2.0	.0	1.9	7.02
B 49	SUPERVISE APPRENTICE PUBLIC AFFAIRS SPECIALISTS (AFSC 79130)	.00	.0	.0	.0	.0	5.79
B 50	SUPERVISE APPRENTICE RADIO AND TELEVISION (TV) BROADCASTING SPECIALISTS (AFSC 79131)	.00	.0	.0	.0	.0	5.97
B 55	SUPERVISE PUBLIC AFFAIRS SPECIALISTS (AFSC 79150)	.00	.0	.0	.0	.0	5.54
B 56	SUPERVISE PUBLIC AFFAIRS SUPERINTENDENT (AFSC 79199)	.00	3.1	2.0	.0	1.9	4.61
B 57	SUPERVISE PUBLIC AFFAIRS TECHNICIANS (AFSC 79170)	.00	.0	.0	.0	.0	5.42
B 58	SUPERVISE RADIO AND TV BROADCASTING SPECIALISTS (AFSC 79151)	.00	.0	.0	.0	.0	5.99
C 45	CRITIQUE NEWSPAPERS, MAGAZINES, OR NEWS RELEASES	.00	.0	.0	.0	1.9	5.93
C 67	EVALUATE AD-TO-COPY RATIOS	.00	.0	.0	.0	.0	4.31
C 79	EVALUATE NEWSPAPER DISTRIBUTION PROCEDURES	.00	3.1	2.0	.0	1.9	3.82
C 83	EVALUATE PUBLIC AFFAIRS PRODUCTS FOR AWARDS	.00	3.1	2.0	.0	1.9	5.87
C 84	EVALUATE PUBLISHER PERFORMANCE	.00	3.1	2.0	.0	1.9	5.64
D 101	ASSIGN RESIDENT COURSE INSTRUCTORS	.00	.0	.0	.0	.0	4.62
D 104	CONDUCT RESIDENT COURSE CLASSROOM TRAINING	.00	.0	.0	.0	.0	6.30
D 105	CONDUCT TRAINING CONFERENCES	.00	.0	2.0	.0	13.5	6.18
E 127	ANNOTATE AND SUBMIT AFRTS FORMS 60 (RADIO PROGRAM INDEX)	.00	.0	.0	.0	.0	4.49
E 128	ANNOTATE AND SUBMIT DD FORMS 2137 (AFRTS OUTLET/NETWORK REGISTRATION)	.00	.0	.0	.0	.0	6.07
E 131	COMPILE PUBLIC AFFAIRS PERSONNEL DIRECTORIES	.00	.0	.0	.0	.0	3.84
E 133	MAINTAIN AFRTS FORMS 60 (RADIO PROGRAM INDEX)	.00	.0	.0	.0	.0	4.04
E 137	MAINTAIN DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	.00	.0	.0	.0	.0	3.45
E 141	MAINTAIN LOGS, SUCH AS HOMETOWN NEWS RELEASES, BASE TOURS, NEWSPAPER, OR PRODUCTION LOGS	.00	3.1	4.0	4.2	.0	3.11
E 142	MAINTAIN MEDIA RELATIONS FILES	.00	.0	.0	.0	.0	3.79
E 143	MAINTAIN PROGRAM BULLETINS	.00	6.3	4.0	4.2	1.9	2.31
E 158	PREPARE AND SUBMIT INPUT FOR MONTHLY STATION ACTIVITY REPORTS	.00	.0	.0	.0	.0	5.43
E 164	REVIEW OR SUBMIT DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	.00	3.1	2.0	2.1	.0	3.69
F 169	ANALYZE AUDIENCE OR READERSHIP SURVEYS	.00	3.1	2.0	.0	1.9	6.25
F 169	COMPILE DATA FOR PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	.00	.0	.0	.0	.0	4.48
F 170	CONDUCT AUDIENCE SURVEYS	.00	.0	.0	.0	.0	6.15
F 178	DRAFT PUBLISHER CONTRACTS OR AGREEMENTS	.00	.0	.0	.0	.0	6.66
F 186	MAINTAIN OR DISTRIBUTE LITHOGRAPH SERIFS	.00	.0	.0	.0	1.9	3.03
F 188	MAINTAIN PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	.00	3.1	2.0	2.1	.0	3.55
F 191	OPERATE PORTABLE ELECTRICAL GENERATORS	.00	.0	.0	.0	.0	3.93

O TSK	TITLE	TNG	1-2	1-4	791	791	791	TSK
		FMP	(M)	(M)	52	72	(M)	DIF
		AD*			(M)	(M)		(F)
P 200	PLAN MAGAZINE LAYOUTS	.00	.0	.0	.0	.0	.0	6.39
P 201	PLAN NEWSPAPER LAYOUTS	.00	3.1	2.0	.0	1.9	.0	6.28
P 203	PREPARE AUDIENCE OR READERSHIP SURVEYS	.00	3.1	2.0	.0	1.9	.0	6.41
P 207	PREPARE OR MAINTAIN A DISASTER RESPONSE KITS FOR ON-SCENE, NEWS MEDIA CENTERS OR COMMAND POSTS	.00	.0	.0	.0	1.9	.0	5.48
P 210	PREPLAN AUDIOVISUAL MISSION REQUIREMENTS	.00	.0	2.0	.0	1.9	.0	5.42
P 211	PUBLICIZE DV VISITS OR SIGNIFICANT EVENTS INVOLVING BASE PERSONNEL, SUCH AS NOTICES POSTED ON MARQUES	.00	.0	.0	.0	1.9	.0	4.15
P 212	READ AND DETERMINE SCRIPT REQUIREMENTS	.00	.0	.0	.0	3.8	.0	5.52
P 215	REQUEST CLEARANCES FOR PERSONNEL TO APPEAR ON RADIO, TELEVISION, OR IN MOTION PICTURE PRODUCTIONS	.00	.0	.0	.0	.0	.0	4.17
P 216	REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED OR APPEARING IN PRODUCTIONS	.00	.0	2.0	2.1	.0	.0	3.69
P 221	RESPOND TO SONIC BOOM OR NOISE COMPLAINTS	.00	.0	.0	2.1	.0	.0	5.19
P 226	WRITE INTERVIEW QUESTIONS FOR AUDIO, VIDEO PROGRAMS, OR PRINT MEDIA	.00	6.3	4.0	6.3	1.9	.0	5.37
G 230	CHECK STYLE CORRECTNESS USING ASSOCIATED PRESS STYLEBOOK AND LIBEL MANUAL	.00	3.1	2.0	2.1	3.8	.0	4.84
G 231	DETERMINE USE OF PUBLIC AFFAIRS MATERIALS	.00	6.3	6.0	4.2	1.9	.0	5.10
G 232	EDIT HEADLINES	.00	.0	.0	.0	.0	.0	5.01
G 233	EDIT MAGAZINE COPY	.00	.0	.0	.0	.0	.0	5.58
G 234	EDIT MEDIA RELEASES	.00	.0	.0	.0	1.9	.0	5.40
G 235	EDIT NEWSPAPER COPY	.00	.0	.0	.0	3.8	.0	5.46
G 236	EDIT RADIO SCRIPTS	.00	.0	.0	.0	.0	.0	5.31
G 237	EDIT SPEECHES	.00	.0	.0	.0	1.9	.0	5.82
G 238	EDIT TELEVISION SCRIPTS	.00	.0	.0	.0	.0	.0	5.61
G 239	ESTABLISH PROCEDURES FOR COLLECTING NEWS MATERIALS, SUCH AS STRINGERS OR ASSIGNED BEATS	.00	3.1	2.0	2.1	.0	.0	5.25
G 240	GHOST-WRITE EDITORIALS	.00	.0	.0	2.1	.0	.0	6.26
G 241	GHOST-WRITE SPEECHES	.00	.0	.0	2.1	9.6	.0	6.93
G 242	LOCALIZE NEWS-SERVICE MATERIALS	.00	.0	.0	.0	.0	.0	4.39
G 244	REVIEW SCRIPTS, SPEECHES, OR PA MATERIALS FOR SECURITY, SENSITIVITY, POLICY, PROPRIETY, EDITORIALIZING, OR LIBEL	.00	.0	.0	.0	1.9	.0	6.24
G 245	REWRITE COPY TO COMBINE STORIES OR CHANGE STORY EMPHASIS	.00	3.1	2.0	2.1	1.9	.0	5.44
G 248	SELECT AND CROP PHOTOS FOR STORIES	.00	12.5	8.0	8.3	3.8	.0	4.70
G 249	SELECT AND CROP PHOTOS FOR TELEVISION	.00	.0	.0	.0	.0	.0	5.10
G 250	SELECT SLIDES FOR TELEVISION	.00	.0	.0	.0	1.9	.0	4.53
G 258	WRITE HEADLINES	.00	.0	.0	.0	.0	.0	4.88
G 261	WRITE NEWS SUMMARIES	.00	.0	.0	.0	.0	.0	5.32
G 263	WRITE RADIO SCRIPTS	.00	.0	.0	.0	.0	.0	5.80
G 268	WRITE SPORTS STORIES	.00	3.1	2.0	2.1	.0	.0	5.22
G 269	WRITE TELEVISION SCRIPTS	.00	.0	.0	.0	.0	.0	6.37
M 270	ADMINISTER COMMANDER'S STRAIGHT-TALK LINES	.00	.0	.0	.0	.0	.0	5.13
M 271	ADMINISTER COMMANDER'S TELEPHONE ACTION LINES	.00	.0	.0	.0	.0	.0	4.94
M 272	ARRANGE FOR OR DELIVER NEWSPAPERS TO LOCAL DISTRIBUTION POINTS	.00	.0	.0	.0	.0	.0	3.31
M 274	COORDINATE PRINTING OPERATIONS, INCLUDING ADVERTISEMENT PLACEMENTS AND COPY FLOW	.00	.0	.0	.0	.0	.0	5.32
M 275	DELIVER NEWSPAPER COPY TO PRINTERS	.00	.0	.0	.0	.0	.0	2.28

O-TSM TITLES

TNF EMP OD*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	791 72 (M)	ISM DIF (F)
M 276 DESIGN BASE GUIDE LAYOUTS	.00	.00	.00	.00	6.19
M 277 SIGN NEWSPAPER LAYOUTS	.00	.00	.00	.00	6.27
M 279 DISPLAY PUBLIC AFFAIRS MATERIALS IN HIGH TRAFFIC AREAS	.00	.00	.00	.00	3.59
M 280 DISTRIBUTE COMMANDER'S CALL TOPICS	.00	.00	.00	.00	3.12
M 281 DRAFT CONTRACTS OR AGREEMENTS FOR PRINTING	.00	.00	.00	.00	6.79
M 282 MARK INSTRUCTIONS, SUCH AS TYPE SIZE OR COLUMN WIDTH, ON COPY OR PHOTOS	3.1	4.0	4.2	.00	4.37
M 283 MONITOR DISTRIBUTION PROCEDURES FOR PUBLIC AFFAIRS PRODUCT, SUCH AS THE AIRMAN MAGAZINE, POLICY LETTERS, OR LITHOGRAPH	.00	.00	.00	.00	3.61
M 284 MONITOR FAMILY CORRESPONDENCE PROGRAM	.00	.00	.00	.00	3.61
M 285 MONITOR SQUADRON OPEN HOUSE PROGRAMS	9.4	6.0	6.3	.00	3.76
M 287 PREPARE COMMANDER'S CALL TOPICS	.00	.00	.00	.00	4.75
M 288 PREPARE CRITIQUES OF UNIT NEWSPAPER OR MAGAZINES	.00	.00	.00	.00	5.96
M 289 PREPARE PAGE DUMMIES	.00	.00	.00	1.9	5.53
M 290 PREPARE TEMPORARY NEWS SHEETS FOR SPECIAL EVENTS	.00	.00	.00	.00	5.30
M 292 RESPOND TO RUMOR CONTROL SITUATIONS	.00	.00	.00	.00	5.47
M 293 REVIEW BASE GUIDE LAYOUTS	6.3	4.0	4.2	1.9	5.57
M 294 REVIEW COMMANDERS' CALLS FOR REQUIRED ACTIVITIES	.00	.00	.00	.00	4.35
M 295 REVIEW NEWSPAPER LAYOUTS	.00	.00	.00	.00	5.33
M 296 REVIEW OR SELECT NEWS SERVICE MATERIAL AND OTHER STORY INPUTS FOR PUBLICATIONS	3.1	2.0	.00	1.9	4.86
M 297 SELECT MATERIALS FOR PUBLICATION	.00	.00	.00	.00	5.12
M 298 UPDATE NEWSPAPER DISTRIBUTION LISTS	6.3	6.0	6.3	1.9	3.29
M 299 WRITE CRITIQUES ON UNIT COMMANDER'S CALL PRESENTATIONS	.00	.00	.00	.00	4.51
I 301 COORDINATE PARTICIPATION OF BASE PERSONNEL IN COMMUNITY ACTIVITIES	.00	.00	.00	1.9	5.61
I 303 COORDINATE TOURS WITH BASE OR COMMUNITY AGENCIES	.00	.00	6.3	.00	4.90
I 305 INITIATE OR EVALUATE FLYOVER OR AERIAL DEMONSTRATION REQUESTS	.00	.00	2.1	.00	5.79
I 307 MAINTAIN SPEAKER BUREAU FILES	.00	.00	.00	.00	4.53
I 308 MAKE ARRANGEMENTS FOR LUNCHEONS OR ON-BASE MEETING FOR CIVILIAN GROUPS	.00	.00	.00	.00	5.07
I 309 MAKE ENTRIES IN SPEAKER OR BRIEFING LOGS	.00	.00	.00	1.9	2.95
I 310 MAKE ENTRIES ON BASE TOUR LOGS	.00	.00	.00	.00	2.91
I 315 PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COM- MUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT NOISE	.00	.00	.00	.00	6.87
I 316 PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COM- MUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT MISHAPS	.00	.00	.00	.00	7.35
I 317 PLAN BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS	.00	.00	2.1	.00	5.48
I 319 PREPARE REQUESTS FOR MILITARY ORIENTATION FLIGHTS OF DISTIN- GUISHED PERSONS, ROTC CADETS, OR CIVIL AIR PATROL CADETS	.00	.00	.00	.00	5.50
I 320 PROVIDE MATERIALS FOR SPEAKER ENGAGEMENTS, SUCH AS ORGANIZATION BACKGROUND MATERIALS OR VISUAL AIDS	6.3	10.0	6.3	13.5	4.60
I 321 RESPOND TO REQUESTS FOR BASE TOURS	.00	.00	2.1	1.9	3.94
I 322 RESPOND TO REQUESTS FOR SPEAKERS	3.1	2.0	.00	3.8	4.04
I 324 SET UP SPEAKER ENGAGEMENTS	.00	.00	.00	.00	4.63
J 325 ARRANGE FOR NEWS MEDIA ORIENTATION FLIGHTS	.00	.00	.00	.00	6.17
J 326 ARRANGE FOR NEWS MEDIA TOURS	.00	.00	.00	.00	5.87

O TSK TITLES

TNG	1-2	1-4	791	791	TSK
EMP	4	8	52	72	DIF
AD*	(M)	(M)	(M)	(M)	(F)
J 327 BRIEF AIR FORCE PERSONNEL PRIOR TO MEDIA INTERVIEWS ON NEWS MEDIA INTERESTS AND TECHNIQUES	.00	.00	.00	.00	5.43
J 328 BRIEF COMMANDERS ON PUBLIC REACTIONS TO AIR FORCE ACTIVITIES	.00	.00	.00	.00	6.21
J 329 CONDUCT ACCIDENT AND SERIOUS INCIDENT BRIEFINGS	.00	.00	.00	.00	5.47
J 330 CONDUCT HOMETOWN NEWS RELEASE PROGRAM	.00	.00	.00	1.9	4.25
J 331 COORDINATE ARRIVAL OF CIVILIAN PRESS AGENCY BY HELICOPTERS	.00	.00	.00	.00	6.28
J 332 COORDINATE NEWS MEDIA INTERVIEWS	.00	.00	.00	.00	5.93
J 333 COORDINATE PRESS CONFERENCES	.00	.00	.00	.00	6.53
J 335 DEVELOP NATIONAL FEATURE STORY PROGRAM IDEAS AND SYNOPSIS	.00	.00	.00	.00	6.10
J 336 DOCUMENT INCLUSIVE TIMES AND AGENCIES INVOLVED IN ESCORT OF NEWS MEDIA REPRESENTATIVES	.00	.00	.00	.00	4.82
J 337 DOCUMENT NEWS MEDIA INQUIRES	.00	.00	.00	1.9	4.08
J 338 DRAFT REPLIES TO NEWS MEDIA INQUIRES	.00	.00	.00	1.9	5.81
J 339 ESCORT NEWS MEDIA REPRESENTATIVES	.00	3.1	2.0	1.9	4.71
J 340 FORWARD PROMOTIONAL MATERIAL ON MILITARY EVENTS TO MEDIA OUTLETS	.00	.00	.00	1.9	3.96
J 341 MAINTAIN NEWS MEDIA DISTRIBUTION LISTS	.00	.00	.00	.00	3.37
J 342 MAKE ENTRIES IN THE HOMETOWN NEWS RELEASE LOGS	.00	.00	.00	1.9	2.52
J 343 MAKE ENTRIES IN THE MEDIA NEWS RELEASE LOGS	.00	.00	.00	.00	2.65
J 344 PREPARE CRITIQUES OF NEW RELEASES AND NATIONAL STORIES	.00	.00	.00	.00	5.25
J 345 PREPARE NATIONAL STORY IDEAS	.00	.00	.00	.00	5.85
J 346 PREPARE PRESS KITS	.00	.00	.00	.00	4.99
J 347 PREPARE REQUEST FOR MEDIA ORIENTATION FLIGHTS	.00	.00	.00	.00	5.78
J 348 PREPARE REQUEST FOR PRESS HELICOPTER LANDING CLEARANCES	.00	.00	.00	.00	5.93
J 349 PROVIDE NEWS RELEASES AND NEWS BEEPERS FOR RADIO, TV, AND PRINT MEDIA	.00	.00	.00	1.9	5.51
J 350 PROVIDE SCRIPTS OR AUDIO TAPES FOR USE IN CIVILIAN NEWS OR FEATURE BROADCASTS	.00	.00	.00	.00	5.76
J 351 PROVIDE STILL PHOTOGRAPHS, VIDEO TAPE, OR MOTION PICTURES FOR CIVILIAN NEWS BROADCASTS	.00	.00	.00	.00	5.04
J 353 REVIEW MEDIA RELATIONS POLICY	.00	.00	.00	.00	5.95
J 354 REVIEW NATIONAL STORY IDEAS	.00	3.1	2.0	1.9	5.35
J 355 REVIEW PRINT MEDIA FOR ARTICLES OF INTEREST TO COMMANDER AND STAFF	.00	3.1	2.0	.00	4.11
J 356 SET UP PRESS CENTERS	.00	.00	.00	.00	5.50
K 357 CATALOG AND LABEL ARMED FORCES RADIO AND TELEVISION SERVICE (AFRTS) PROGRAMMING MATERIALS	.00	.00	.00	.00	4.32
K 359 CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST CRITIQUE SESSIONS	.00	.00	.00	.00	5.04
K 360 CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST PREPLANNING CONFERENCES	.00	.00	.00	1.9	5.34
K 361 COORDINATE DISPOSITION OF AFRTS PROGRAM MATERIALS	.00	.00	.00	.00	4.51
K 362 COORDINATE MAINTENANCE OF RADIO OR TV EQUIPMENT	.00	.00	.00	.00	5.23
K 363 COORDINATE REMOTE RADIO/TV COVERAGE OF SPECIAL EVENTS	.00	.00	.00	.00	6.12
K 364 DESIGN PRODUCTION AIDS	.00	.00	.00	.00	5.98
K 365 DETERMINE SELECTION, TIMING, AND SEQUENCING OF AUDIO- VISUAL MATERIAL FOR POSTPRODUCTION EDITING	.00	.00	.00	.00	6.24

D TSK	TITLES	TNG FMP 404	1-2 4 (M)	1-4 8 (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
N 366	ENSURE AVAILABILITY OF LOCALLY PRODUCED PROGRAM MATERIALS	.00	.0	.0	.0	.0	4.93
N 367	MAINTAIN APTS SHIPPING DOCUMENT RECORDS	.00	.0	.0	.0	.0	4.10
N 369	PERFORM INVENTORY OF APTS PROGRAM MATERIAL	.00	.0	.0	.0	.0	4.38
N 370	PREPARE OR MAINTAIN CONTINUITY BOOKS	.00	.0	.0	.0	.0	4.86
N 371	PREPARE OR MAINTAIN MASTER SCHEDULES	.00	.0	.0	.0	.0	5.82
N 372	RECEIVE OR SHIP APT PROGRAM MATERIAL	.00	.0	.0	.0	.0	4.14
N 373	REVIEW APT STATION PROGRAMS FOR CONTENT, QUALITY, OR TIMING	.00	.0	.0	.0	.0	5.59
L 374	ADAPT COPY OR SCRIPT FOR RADIO PRESENTATIONS	.00	.0	.0	.0	.0	5.76
L 376	CONDUCT ON-SITE SURVEYS OF REMOTE RADIO BROADCAST LOCATIONS	.00	.0	.0	.0	.0	4.70
L 377	CONDUCT RADIO BROADCAST PRODUCTION MEETINGS	.00	.0	.0	.0	.0	4.80
L 378	CONDUCT RADIO INTERVIEWS	.00	.0	.0	.0	.0	5.90
L 379	COORDINATE RADIO SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	.00	.0	.0	.0	.0	5.29
L 380	DIRECT AUDIO TAPE EDITING	.00	.0	.0	.0	.0	5.13
L 381	DIRECT RADIO PRODUCTIONS	.00	.0	.0	.0	.0	5.91
L 382	DUPLICATE AUDIO TAPES	.00	.0	.0	.0	.0	3.40
L 384	OPERATE AUDIO CONSOLES	.00	.0	.0	.0	.0	4.92
L 385	OPERATE AUDIO PATCH PANELS	.00	.0	.0	.0	.0	4.57
L 387	OPERATE REMOTE AUDIO SYSTEMS	.00	.0	.0	.0	.0	4.53
L 388	OPERATE TURNTABLES	.00	.0	.0	.0	.0	3.20
L 389	PERFORM AS NARRATOR	.00	.0	.0	.0	.0	5.21
L 390	PERFORM AS RADIO ANNOUNCER	.00	.0	.0	.0	.0	5.70
L 391	PERFORM AS RADIO MODERATOR OR MASTER OF CEREMONIES (MC)	.00	.0	.0	.0	.0	6.31
L 392	PERFORM AS RADIO NEWSCASTER	.00	.0	.0	.0	.0	6.08
L 393	PERFORM RADIO SPOT ANNOUNCEMENTS	.00	.0	.0	.0	.0	5.45
L 394	PREPARE RADIO OR TV DAILY OPERATION LOGS	.00	.0	.0	.0	.0	5.13
L 395	RECORD "BEEPER"/RADIO NEWS REPORTS	.00	.0	.0	.0	.0	4.76
L 396	SELECT AND PLACE MICROPHONES	.00	3.1	2.0	2.1	.0	4.50
L 397	SELECT BACKGROUND MUSIC OR SOUND EFFECTS FOR RADIO OR TV PRODUCTIONS	.00	.0	.0	.0	.0	4.93
L 398	SELECT MUSIC FOR RADIO BROADCASTS	.00	.0	.0	.0	.0	5.00
L 399	SELECT RADIO PROGRAM MATERIAL OTHER THAN MUSIC	.00	.0	.0	.0	.0	5.16
M 401	ADVISE DIRECTORS ON PROGRAM ELEMENTS, SUCH AS AVAILABILITY OF CAMERA SHOTS OR PROGRAM TIMING	.00	.0	.0	.0	.0	5.74
M 402	CHANGE BULBS IN LIGHTING FIXTURES	.00	3.1	2.0	2.1	.0	2.72
M 403	CONDUCT ON-SITE SURVEYS OF REMOTE VIDEO BROADCAST LOCATIONS	.00	.0	.0	.0	.0	5.31
M 404	CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION CRITIQUE SESSIONS	.00	.0	.0	.0	.0	5.50
M 405	CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION PREPLANNING CONFERENCES	.00	.0	.0	.0	.0	5.70
M 406	CONDUCT TELEVISION INTERVIEWS	.00	.0	.0	.0	.0	6.32
M 407	CONDUCT TELEVISION PRODUCTION MEETINGS	.00	.0	.0	.0	.0	5.48
M 408	CONSTRUCT SETS	.00	.0	.0	.0	.0	5.70
M 409	COORDINATE TELEVISION SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	.00	.0	.0	.0	.0	5.77

O	TSK	TITLES	TNG EMP 4D*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
M 410	CREATE VIDEO STORY BOARDS		.00	.0	.0	.0	.0	5.51
M 411	DESIGN SETS		.00	.0	.0	.0	.0	6.04
M 412	DETERMINE ELECTRICAL REQUIREMENTS FOR ARTIFICIAL LIGHTING		.00	.0	.0	.0	.0	5.51
M 413	DETERMINE LIGHTING EQUIPMENT AND ACCESSORIES		.00	3.1	2.0	2.1	1.9	5.24
M 414	DETERMINE SELECTION, TIMING, AND SEQUENCING OF VIDEO MATERIALS FOR TELEVISION POSTPRODUCTION EDITING		.00	.0	.0	.0	.0	6.56
M 415	DIRECT TELEVISION PRODUCTIONS		.00	.0	.0	.0	.0	7.39
M 416	DIRECT VIDEOTAPE EDITING		.00	.0	.0	.0	.0	6.54
M 417	DUPLICATE VIDEO TAPES		.00	.0	.0	.0	.0	3.58
M 419	ENSURE PROPER APPEARANCE OF TALENT		.00	.0	.0	.0	.0	3.70
M 420	INSPECT CONDITION OF VIDEO MATERIALS		.00	.0	.0	.0	.0	3.34
M 421	INSTRUCT CREWS ON PRODUCTION REQUIREMENTS PRIOR TO TAPING OR FILMING		.00	.0	.0	.0	.0	4.80
M 422	INSTRUCT TALENT		.00	.0	.0	.0	.0	4.64
M 425	OPERATE CHARACTER GENERATORS		.00	.0	.0	.0	.0	5.14
M 426	OPERATE ELECTRONIC TIME CODE GENERATORS		.00	.0	.0	.0	.0	4.88
M 427	OPERATE FOLLOW SPOTLIGHTS		.00	.0	.0	.0	.0	3.45
M 428	OPERATE LIGHTING CONTROL PANELS		.00	.0	.0	.0	.0	4.50
M 429	OPERATE REMOTE PORTABLE TELEVISION CAMERAS OR RECORDERS		.00	.0	.0	.0	1.9	5.56
M 430	OPERATE REMOTE TELEVISION CONTROLS		.00	.0	.0	.0	.0	4.17
M 431	OPERATE REMOTE VIDEOTAPE RECORDER (VTR) CONTROLS		.00	.0	.0	.0	.0	4.26
M 432	OPERATE VIDEO CONSOLES		.00	.0	.0	.0	.0	5.89
M 433	OPERATE VIDEO PATCH PANELS		.00	.0	.0	.0	.0	4.61
M 435	PERFORM AS FLOOR MANAGER		.00	.0	.0	.0	.0	4.41
M 436	PERFORM AS TELEVISION ANNOUNCER		.00	.0	.0	.0	.0	6.07
M 437	PERFORM AS TELEVISION MODERATOR OR MASTER OF CEREMONIES (MC)		.00	.0	.0	.0	.0	6.63
M 438	PERFORM AS TELEVISION NEWSCASTER		.00	.0	.0	.0	.0	6.75
M 439	PERFORM GRIP DUTIES, SUCH AS PULLING CABLES OR CHANGING GRAPHICS		.00	.0	.0	.0	.0	3.16
M 440	PERFORM ON CAMERA IN ACTING ROLES		.00	.0	.0	.0	.0	6.32
M 441	PERFORM OPERATOR MAINTENANCE ON VIDEO RECORDERS OR PLAYBACK UNITS		.00	.0	.0	.0	.0	4.99
M 444	PERFORM PREOPERATIONAL CHECKS OF TELEVISION CAMERA EQUIPMENT OR ACCESSORIES		.00	.0	.0	.0	.0	4.42
M 446	PERFORM TELEVISION SPOT ANNOUNCEMENTS		.00	.0	.0	.0	.0	5.66
M 447	PLACE STUDIO EQUIPMENT OR PROPS IN STORAGE		.00	.0	.0	.0	.0	2.99
M 448	PREPARE MECHANICAL SPECIAL EFFECTS, OTHER THAN LIGHTING EFFECTS, FOR TELEVISION		.00	.0	.0	.0	.0	5.79
M 449	PREPARE SHOOTING OUTLINES OR SHOT LISTS		.00	.0	.0	.0	.0	5.13
M 450	PREPARE VISUAL AIDS FOR TELEVISION BROADCASTS		.00	.0	.0	.0	.0	5.29
M 451	PROGRAM CHARACTER GENERATORS		.00	.0	.0	.0	.0	5.79
M 452	SELECT TELEVISION PROGRAM MATERIALS		.00	.0	.0	.0	.0	5.41
M 453	SELECT TV VISUALS		.00	.0	.0	.0	.0	5.33
M 454	SET UP TV STUDIO LIGHTING		.00	.0	.0	.0	.0	6.05
M 455	SLATE VIDEOTAPE		.00	.0	.0	.0	.0	3.05
M 458	ASSEMBLE FILMED OR TAPED SEQUENCES		.00	.0	.0	.0	.0	5.44
M 459	ASSEMBLE SOUND TRACK SEQUENCES		.00	.0	.0	.0	.0	5.49
M 463	MARK FILM FOR OPTICAL EFFECTS, SUCH AS FADES OR DISSOLVES		.00	.0	.0	.0	1.9	4.97

0 734 727225

•DP
EMP
TNG

1-2 (M)
4

791	791
52	72
(M)	(M)

TSX
DIF
(F)

~~LA 2065003-443-2450360-600-N~~

N 471 PERFORM OPERATOR MAINTENANCE ON EFP EQUIPMENT

~~W 072~~ ~~PERFORM OPERATOR MAINTENANCE ON FILM EDITING EQUIPMENT~~

N 474 PREPARE SOUND RECORDING OR MIXING CUE SHEETS
N 475 PREPARE CATALOG OR INSTRUMENTAL ON ALBUMS

N 470 PREPARE 30000 RECORDING OR MIXING COE SHEETS
N 470 PREPARE EQUIPMENT, ACCESSORIES, OR SUPPLIES FOR ASSIGNMENT

INJUNCTION OF THE COURT OF THE DISTRICT OF COLUMBIA

INMATION 413 40 175 470 M

14.4
29.4
20.5
15.4
5.03
5.81

THE PERCENT OF AFSC 791X2 TICF & DAFSC GROUP MEMBERS WHO USE/MAINTAIN/OPERATE VARIOUS TYPES OF EQUIPMENT ARE PRESENTED UNDER THE COLUMN HEADING FOR THE APPROPRIATE GROUP. THIS PERCENT USING/ MAINTAINING/OPERATING EQUIPMENT MAY BE VALUABLE IN DETERMINING THE RELEVANCY OF TRAINING AND TESTING ON OR ABOUT THESE TYPES OF EQUIPMENT.

REPORTS ON THE FOLLOWING GROUPS WERE REQUESTED

GROUP IDENTITY = SPC308 COMBINED DAFSC 79152/79172 AMN	CONTAINING	100 MEMBERS.
GROUP IDENTITY = SPC310 791X2 AIRMEN WITH 1-24 MOS TICF	CONTAINING	32 MEMBERS.
GROUP IDENTITY = SPC312 791X2 AIRMEN WITH 1-48 MOS TICF	CONTAINING	50 MEMBERS.
GROUP IDENTITY = SPC303 DAFSC 79152 AIRMEN	CONTAINING	48 MEMBERS.
GROUP IDENTITY = SPC304 DAFSC 79172 AIRMEN	CONTAINING	52 MEMBERS.

(1=YES 0=NO)

VARIABLE NUMBER =V121 = ITEMS USED - AM/FM RADIO PROGRAM AUTOMATION SYSTEMS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V122 = ITEMS USED - AUDIO CONSOLES

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V123 = ITEMS USED - AUDIO PATCH PANELS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V124 = ITEMS USED - AUDIO TAPE RECORDERS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	21.0	21.9	22.0	14.6	26.9
TOTAL COUNTED	21*	7*	11*	7*	14*
OTHER	79.0	78.1	78.0	85.4	73.1

(1=YES 0=NO)

VARIABLE NUMBER =V125 = ITEMS USED - AUTOMATED DATA PROCESSING EQUIP (ADPE/COMPUTER)

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	11.0	9.4	12.0	12.5	9.6
TOTAL COUNTED	11*	3*	6*	6*	5*
OTHER	89.0	90.6	88.0	87.5	90.4

BKGRD INFO BY 791X2 TICF & DAFSC GRPS

(1=YES 0=NO)

VARIABLE NUMBER =V126 = ITEMS USED - BOOKBINDING MATERIALS OR EQUIPMENT
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 40.0 37.5 38.0 39.6 40.4
TOTAL COUNTED 40* 12* 19* 19* 21*
OTHER 60.0 62.5 62.0 60.4 59.6

(1=YES 0=NO)

VARIABLE NUMBER =V127 = ITEMS USED - CALCULATORS
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 82.0 75.0 76.0 85.4 78.8
TOTAL COUNTED 82* 24* 38* 41* 41*
OTHER 18.0 25.0 24.0 14.6 21.2

(1=YES 0=NO)

VARIABLE NUMBER =V128 = ITEMS USED - CABLE TV PRODUCTION EQUIPMENT
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 .0 .0 .0 .0 .0
TOTAL COUNTED 0* 0* 0* 0* 0*
OTHER 100.0 100.0 100.0 100.0 100.0

(1=YES 0=NO)

VARIABLE NUMBER =V129 = ITEMS USED - CHARACTER GENERATORS
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 .0 .0 .0 .0 .0
TOTAL COUNTED 0* 0* 0* 0* 0*
OTHER 100.0 100.0 100.0 100.0 100.0

(1=YES 0=NO)

VARIABLE NUMBER =V130 = ITEMS USED - COPY MACHINES
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 90.0 90.6 92.0 95.8 84.6
TOTAL COUNTED 90* 29* 46* 46* 45*
OTHER 10.0 9.4 8.0 4.2 15.4

(1=YES 0=NO)

VARIABLE NUMBER =V131 = ITEMS USED - DICTAPHONES
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 7.0 3.1 4.0 2.1 31.5
TOTAL COUNTED 7* 1* 2* 1* 6*
OTHER 93.0 96.9 96.0 97.9 88.5

(1=YES 0=NO)

VARIABLE NUMBER =V132 = ITEMS USED - DRAFTING AND ARTIST EQUIPMENT
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 12.0 6.3 8.0 8.3 15.4
TOTAL COUNTED 12* 2* 4* 4* 8*
OTHER 88.0 93.8 92.0 91.7 84.6

(1=YES 0=NO)

VARIABLE NUMBER =V133 = ITEMS USED - ELECTRONIC COMPOSING MACHINES

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	2.0	.0	.0	2.1	1.9
TOTAL COUNTED	2*	0*	0*	1*	1*
OTHER	98.0	100.0	100.0	97.9	98.1

(1=YES 0=NO)

VARIABLE NUMBER =V134 = ITEMS USED - ELECTRONIC FIELD PRODUCTION (EFP) EQUIPMENT

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V135 = ITEMS USED - FILM EDITORS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	1.0	.0	.0	.0	1.9
TOTAL COUNTED	1*	0*	0*	0*	1*
OTHER	99.0	100.0	100.0	100.0	98.1

(1=YES 0=NO)

VARIABLE NUMBER =V136 = ITEMS USED - FILM PROCESSING EQUIPMENT

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V137 = ITEMS USED - FILM PROJECTORS, OTHER THAN TELETYPE FILM CHAIN

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	9.0	9.4	12.0	12.5	5.8
TOTAL COUNTED	9*	3*	6*	6*	3*
OTHER	91.0	90.6	88.0	87.5	94.2

(1=YES 0=NO)

VARIABLE NUMBER =V138 = ITEMS USED - FILM SPLICERS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	1.0	.0	.0	.0	1.9
TOTAL COUNTED	1*	0*	0*	0*	1*
OTHER	99.0	100.0	100.0	100.0	98.1

(1=YES 0=NO)

VARIABLE NUMBER =V139 = ITEMS USED - FILM STORAGE CABINETS OR RACKS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	2.0	.0	.0	.0	3.8
TOTAL COUNTED	2*	0*	0*	0*	2*
OTHER	98.0	100.0	100.0	100.0	96.2

(1=YES 0=NO)

VARIABLE NUMBER =V140 = ITEMS USED - LIGHTING DIMMERS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V141 = ITEMS USED - LIGHTING FIXTURES

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	6.0	6.3	6.0	2.1	9.6
TOTAL COUNTED	6*	2*	3*	1*	5*
OTHER	94.0	93.8	94.0	97.9	90.4

(1=YES 0=NO)

VARIABLE NUMBER =V142 = ITEMS USED - LIGHTING PATCH PANELS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V143 = ITEMS USED - MICROFILM/MICROFICHE READERS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	74.0	75.0	76.0	79.2	69.2
TOTAL COUNTED	74*	24*	38*	38*	36*
OTHER	26.0	25.0	24.0	20.8	30.8

(1=YES 0=NO)

VARIABLE NUMBER =V144 = ITEMS USED - MICROFILM CAMERAS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V145 = ITEMS USED - MICROFILM/MICROFICHE READER-PRINTERS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	33.0	28.1	22.0	27.1	38.5
TOTAL COUNTED	33*	9*	11*	13*	20*
OTHER	67.0	71.9	78.0	72.9	61.5

(1=YES 0=NO)

VARIABLE NUMBER =V146 = ITEMS USED - MICROPHONE BOOMS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

BRGD INFO 8V 791X2 TICF 6 OAFSC GRPS

(1=YES 0=NO)

VARIABLE NUMBER =V147 = ITEMS USED - MINICAMERAS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	2.0	.0	.0	2.1	1.0
TOTAL COUNTED	2*	0*	0*	1*	1*
OTHER	98.0	100.0	100.0	97.9	98.1

(1=YES 0=NO)

VARIABLE NUMBER =V148 = ITEMS USED - OVERHEAD PROJECTORS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	14.0	12.5	14.0	18.8	9.6
TOTAL COUNTED	14*	4*	7*	9*	5*
OTHER	86.0	87.5	86.0	81.3	90.4

(1=YES 0=NO)

VARIABLE NUMBER =V149 = ITEMS USED - PORTABLE LIGHTING SYSTEMS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V150 = ITEMS USED - PUBLIC SPEAKER SYSTEM

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	6.0	6.3	6.0	6.3	5.8
TOTAL COUNTED	6*	2*	3*	3*	3*
OTHER	94.0	93.8	94.0	93.8	94.2

(1=YES 0=NO)

VARIABLE NUMBER =V151 = ITEMS USED - RECORDED INFORMATION TELEPHONES

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	1.0	3.1	2.0	2.1	.0
TOTAL COUNTED	1*	1*	1*	1*	0*
OTHER	99.0	96.9	98.0	97.9	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V152 = ITEMS USED - REMOTE-STUDIO TRANSMITTER/RECEIVER SYSTEMS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V153 = ITEMS USED - SLIDE PROJECTORS, OTHER THAN TELECINE FILM CHAIN(1=YES 0=NO)

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	17.0	15.6	18.0	18.8	15.4
TOTAL COUNTED	17*	5*	9*	9*	8*
OTHER	83.0	84.4	82.0	81.3	84.6

(1=YES 0=NO)

VARIABLE NUMBER =V154 = ITEMS USED - STILL CAMERAS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	30.0	28.1	36.0	39.6	21.2
TOTAL COUNTED	30*	9*	18*	19*	11*
OTHER	70.0	71.9	64.0	60.4	78.8

(1=YES 0=NO)

VARIABLE NUMBER =V155 = ITEMS USED - STUDIO TELEVISION CAMERAS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	1.0	.0	2.0	2.1	.n
TOTAL COUNTED	1*	0*	1*	1*	.n*
OTHER	99.0	100.0	98.0	97.9	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V156 = ITEMS USED - TAPE EDITORS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.n
TOTAL COUNTED	0*	0*	0*	0*	.n*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V157 = ITEMS USED - TELECINES

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V158 = ITEMS USED - TELECOPIERS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	.n*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V159 = ITEMS USED - TELEPRINTERS (TELETYPE)

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.n
TOTAL COUNTED	0*	0*	0*	0*	.n*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V160 = ITEMS USED - TELEPROMPTER

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.n
TOTAL COUNTED	0*	0*	0*	0*	.n*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V161 = ITEMS USED - TELEVISION PROGRAM AUTOMATION SYSTEMS
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 .0 .0 .0 .0 .0
TOTAL COUNTED 0* 0* 0* 0* 0*
OTHER 100.0 100.0 100.0 100.0 100.0

(1=YES 0=NO)

VARIABLE NUMBER =V162 = ITEMS USED - TURNTABLES
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 .0 .0 .0 .0 .0
TOTAL COUNTED 0* 0* 0* 0* 0*
OTHER 100.0 100.0 100.0 100.0 100.0

(1=YES 0=NO)

VARIABLE NUMBER =V163 = ITEMS USED - TYPEWRITERS
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 96.0 90.6 94.0 97.9 94.2
TOTAL COUNTED 96* 29* 47* 47* 40*
OTHER 4.0 9.4 6.0 2.1 5.8

(1=YES 0=NO)

VARIABLE NUMBER =V164 = ITEMS USED - VARIETY HEADLINER MACHINES
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 2.0 3.1 2.0 2.1 1.9
TOTAL COUNTED 2* 1* 1* 1* 1*
OTHER 98.0 96.9 98.0 97.9 98.1

(1=YES 0=NO)

VARIABLE NUMBER =V165 = ITEMS USED - VIDEO CONTROL CONSOLES
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 .0 .0 .0 .0 .0
TOTAL COUNTED 0* 0* 0* 0* 0*
OTHER 100.0 100.0 100.0 100.0 100.0

(1=YES 0=NO)

VARIABLE NUMBER =V166 = ITEMS USED - VIDEO DISPLAY TERMINALS (VDT)
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 3.0 3.1 2.0 4.2 1.9
TOTAL COUNTED 3* 1* 1* 2* 1*
OTHER 97.0 96.9 98.0 95.8 98.1

(1=YES 0=NO)

VARIABLE NUMBER =V167 = ITEMS USED - VIDEOTAPE EDITING SYSTEMS
INTERVAL SPC308 SPC310 SPC312 SPC303 SPC304
1 .0 .0 .0 .0 .0
TOTAL COUNTED 0* 0* 0* 0* 0*
OTHER 100.0 100.0 100.0 100.0 100.0

(1=YES 0=NO)

VARIABLE NUMBER =V168 = ITEMS USED - VIDEO PATCH PANELS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	.0	.0	.0	.0	.0
TOTAL COUNTED	0*	0*	0*	0*	0*
OTHER	100.0	100.0	100.0	100.0	100.0

(1=YES 0=NO)

VARIABLE NUMBER =V169 = ITEMS USED - VIDEOTAPE RECORDERS

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	9.0	6.3	6.0	10.4	7.7
TOTAL COUNTED	9*	2*	3*	5*	4*
OTHER	91.0	93.8	94.0	89.6	92.3

(1=YES 0=NO)

VARIABLE NUMBER =V170 = ITEMS USED - WORD PROCESSING MACHINES

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	45.0	25.0	40.0	47.9	42.3
TOTAL COUNTED	45*	8*	20*	23*	22*
OTHER	55.0	75.0	60.0	52.1	57.7

(1=YES 0=NO)

VARIABLE NUMBER =V171 = ITEMS USED - OTHER

INTERVAL	SPC308	SPC310	SPC312	SPC303	SPC304
1	3.0	6.3	4.0	2.1	3.8
TOTAL COUNTED	3*	2*	2*	1*	2*
OTHER	97.0	93.8	96.0	97.9	96.2

POI 3ABR791X2 MATCHED WITH OCCUPATIONAL SURVEY D

POI 3ABR791X2, HISTORIANS (DATED JULY 1984), IS
PRESENTED BELOW WITH MATCHED JOB INVENTORY TASKS AND OCCUPATIONAL SURVEY
DATA.

USE OF POI FACPRT PRINTOUTS: POI OBJECTIVES ARE LISTED BETWEEN THE DOTTED
LINES, WITH MATCHED TASKS LISTED BELOW AND SURVEY DATA PRINTED TO THE RIGHT OF
EACH TASK. TRAINING OBJECTIVES CAN BE COMPARED WITH THE PERCENT PERFORMING,
AND THE RELATIVE TRAINING EMPHASIS AND TASK DIFFICULTY RATINGS (SEE ATCR 52-22
FOR CRITERIA). PERFORMANCE OBJECTIVES WHICH ARE NOT WELL SUPPORTED CAN BE
CONSIDERED FOR REPLACEMENT WITH OBJECTIVES INVOLVING TASKS PERFORMED BY HIGHER
PERCENTAGES OF INCUMBENTS AND RATED HIGHER IN TRAINING EMPHASIS AND TASK
DIFFICULTY. IN ADDITION, TASKS WHICH WERE NOT MATCHED WITH POI OBJECTIVES
ARE LISTED IN THE "TASKS NOT REFERENCED" SECTION IN DESCENDING ORDER OF
FIRST-TERM TRAINING EMPHASIS. THESE TASKS CAN BE USED TO IDENTIFY TASKS
WHICH MAY WARRANT TRAINING AND WHICH CAN BE INCLUDED IN FUTURE POI'S. FOR
A MORE DETAILED EXPLANATION OF TRAINING EMPHASIS AND TASK DIFFICULTY
RATINGS, SEE THE NARRATIVE OCCUPATIONAL SURVEY REPORT, OR FOR ASSISTANCE
PHONE USAFOMC/OMYO AT AUTOVON 487-5811.

VECTOR TYPE CODES:

(T) = 8 TIME SPENT BY ALL MEMBERS
(M) = 8 MEMBERS PERFORMING
(F) = TASK FACTOR
(D) = DICHOTOMOUS SET
(B) = 8 TIME SPENT BY MEMBERS PERFORMING
(-) = PROGRAM GENERATED VECTOR

NO	TYPE	VECTOR	/MEMBERS/		SD	DESCRIPTION	HIGH IN TRAINING EMPHASIS = 3.34+
			MEAN	-			
1	O	TNGEMP	1.35		1.99	TRAINING EMPHASIS RATINGS 791X2	
2	M	1-24		32		791X2 AIRMEN WITH 1-24 MOS T1CF	
3	M	1-48		50		791X2 AIRMEN WITH 1-48 MOS T1CF	
4	M	79152		48		DAFSC 79152 AIRMEN	
5	M	E-5		39		791X2 AMN WITH PAYGRADES E-5	
6	F	TSKDIFF	5.00		1.00	AFSC 791XX TASK DIFFICULTY RATINGS	

POI YABR791X2 MATCHED WITH OCCUPATIONAL SURVEY 0

POI 3ABR791X2, HISTORIANS (DATED JULY 1984), IS
PRESENTED BELOW WITH MATCHED JOB INVENTORY TASKS AND OCCUPATIONAL SURVEY
DATA.

USE OF POI FACPRY PRINTOUTS: POI OBJECTIVES ARE LISTED BETWEEN THE DOTTED
LINES, WITH MATCHED TASKS LISTED BELOW AND SURVEY DATA PRINTED TO THE RIGHT OF
EACH TASK. TRAINING OBJECTIVES CAN BE COMPARED WITH THE PERCENT PERFORMING,
AND THE RELATIVE TRAINING EMPHASIS AND TASK DIFFICULTY RATINGS (SEE ATCR 52-22
FOR CRITERIA). PERFORMANCE OBJECTIVES WHICH ARE NOT WELL SUPPORTED CAN BE
CONSIDERED FOR REPLACEMENT WITH OBJECTIVES INVOLVING TASKS PERFORMED BY HIGHER
PERCENTAGES OF INCUMBENTS AND RATED HIGHER IN TRAINING EMPHASIS AND TASK
DIFFICULTY. IN ADDITION, TASKS WHICH WERE NOT MATCHED WITH POI OBJECTIVES
ARE LISTED IN THE "TASKS NOT REFERENCED" SECTION IN DESCENDING ORDER OF
FIRST-TERM TRAINING EMPHASIS. THESE TASKS CAN BE USED TO IDENTIFY TASKS
WHICH MAY WARRANT TRAINING AND WHICH CAN BE INCLUDED IN FUTURE POI'S. FOR
A MORE DETAILED EXPLANATION OF TRAINING EMPHASIS AND TASK DIFFICULTY
RATINGS, SEE THE NARRATIVE OCCUPATIONAL SURVEY REPORT, OR FOR ASSISTANCE

PHONE USAFOMC/OMVO AT AUTOVON 487-5011.

D	TSM	TITLES	TNG	EMP	#D*	1-2	1-4	791	E-5	TSM
						4	8	52		DIF
						(M)	(M)	(M)	(M)	(F)

001 MLMDC 900 791X2 UNIT HISTORIAN DEVELOPMENT COURSE
DATED 2 JULY 1984

002 I. THE USAF HISTORY PROGRAM

003 I A. DEVELOPMENT OF THE USAF HISTORY PROGRAM

004 I A1. DESCRIBE HOW MILITARY HISTORY HAS EVOLVED.

005 I A2. OUTLINE PRESENT AIR FORCE HISTORY PROGRAM.

006 I A3. IDENTIFY APPLIED USES OF MILITARY HISTORY FOR THE AIR
FORCE AND FOR THE GENERAL RESEARCHER.

C 61 BRIEF COMMANDERS AND STAFF PERSONNEL ON THE STATUS OF
HISTORICAL OR PUBLIC AFFAIRS PROGRAMS

3.56 87.5 84.0 83.3 89.7 5.30

D TSK TNG EMP 1-2 1-4 791 E-5 TSK
EMP 4 8 52 DIF
D* (M) (M) (M) (F)

A 5 DETERMINE TARGET AUDIENCES FOR DISTRIBUTION OF INFORMATIONAL PRODUCTS 1.50 3.1 6.0 8.3 7.7 5.60
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS 1.37 9.4 6.0 4.2 7.7 5.01

007 I A4. RECOGNIZE MAJOR REFERENCE WORKS IN AIR FORCE HISTORY.

008 I B. HISTORIAN CAREER FIELD

009 I B1. EXPLAIN THE FUNCTION OF THE FIELD HISTORIAN PROGRAM AS PART OF THE AIR FORCE HISTORY PROGRAM.

C 61 BRIEF COMMANDERS AND STAFF PERSONNEL ON THE STATUS OF HISTORICAL OR PUBLIC AFFAIRS PROGRAMS 3.56 87.5 84.0 83.3 89.7 5.30
C 89 EVALUATE UNIT HISTORIES 3.06 21.9 30.0 31.3 35.9 5.01

010 I B2. RECOGNIZE WHY THE AIR FORCE HAS THE HISTORICAL TECHNICIAN AFSC.

TNG	1-2	1-4	791	E-5	TSM
EMP	A	A	52		DIF
0D*	(M)	(M)	(M)	(M)	(F)

D TSM TITLES

011 I B3. DEFINE THE ROLE OF THE UNIT HISTORIAN IN THE UASF HISTORY PROGRAM.

0 513 RESPOND TO HIGHER HEADQUARTERS CRITICAL REVIEWS OF HISTORY
C 89 EVALUATE UNIT HISTORIES
E 156 PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES

5.00	70.1	84.0	83.3	82.1	5.32
3.06	21.9	30.0	31.3	35.9	5.01
1.44	.0	.0	6.3	2.6	5.50

012 I B4. DETECT HOW THE UNIT HISTORIAN RELATES TO UNIT COMMANDER.

0 403 COORDINATE FINAL REVIEWS OF HISTORICAL REPORTS WITH STAFF PERSONNEL

6.69	90.6	92.0	93.8	97.4	4.99
4.56	34.4	42.0	35.4	48.7	5.07
3.56	87.5	84.0	83.3	89.7	5.30
1.50	3.1	6.0	8.3	7.7	5.60
1.37	2.4	6.0	4.2	7.7	5.01

013 I B5. RECALL RECENT CHANGES THAT EXPAND MCO OPPORTUNITIES.

014 I B6. PREDICT OPPORTUNITIES IN THE CAREER OF THE ENLISTED MILITARY HISTORIAN.

015 I C. RESPONSIBILITIES AND DUTIES OF AIR FORCE HISTORIAN

C 89 EVALUATE UNIT HISTORIES

3.06	21.9	30.0	31.3	35.9	5.01
------	------	------	------	------	------

016 I C1. IDENTIFY THE PROFESSIONAL QUALIFICATIONS FOR AN ENLISTED HISTORIAN.

017 I C2. OUTLINE THE DUTIES OF AN ENLISTED AIR FORCE HISTORIAN

0 479 ARRANGE FOR REPRODUCTION OF HISTORICAL PRODUCTS

5.31	87.5	90.0	91.7	89.7	3.91
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POY 3ABR7912 MATCHED WITH OCCUPATIONAL SURVEY D

FAC359 PAGE 45

OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

D TSK TITLES

0 480 ARRANGE PHOTOGRAPHIC COVERAGE OF HISTORICAL EVENTS
0 513 RESPOND TO HIGHER HEADQUARTERS CRITICAL REVIEWS OF HISTORY
C 89 EVALUATE UNIT HISTORIES
A 19 ESTABLISH PUBLICATION LIBRARIES
E 156 PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES

TNG	1-2	1-4	701	E-5	TSK
FMP	4	8	52	(M)	OIF
004	(M)	(M)	(M)		(F)
5.25	87.5	86.0	87.5	89.7	3.97
5.00	78.1	84.0	83.3	82.1	5.32
3.06	21.9	30.0	31.3	35.9	5.01
1.94	37.5	36.0	33.3	35.9	4.76
1.44	.0	.0	6.3	2.6	5.50

018 I D. THE HISTORY OF AVIATION AND THE USAF

039 I D1. DESCRIBE THE THINKING ABOUT THE EARLIEST ATTEMPTS AT
MANNED FLIGHT.

020 I D2. RECOGNIZE THE TWO APPROACHES TO FLIGHT, LIGHTER AND
HEAVIER THAN AIR.

021 I D3. RECALL HOW IN THE 20TH CENTURY SCIENTIFIC ADVANCES
PROMOTED BOTH TYPES OF FLYING.

022 I D4. STATE THE GROWTH AND ACHIEVEMENTS OF THE USAF FROM
THE MEXICAN CAMPAIGN TO THE PRESENT.

023 I D5. IDENTIFY THE ROLE OF AIR POWER IN FOREIGN POLICY AND
NATIONAL DEFENSE.

024 II. HISTORY AT THE UNIT LEVEL

TNG	1-2	1-4	791	E-S	TSM
FMP	4	8	52	(M)	DIF
D	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

025 YI A. PURPOSE OF THE UNIT HISTORY

026 II A1. EXPLAIN NEED FOR ACCURATE, OBJECTIVE ACCOUNT OF UNIT
ACTIVITIES IN FULFILLMENT OF THE MISSION.

O 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	91.8	94.9	6.18
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
E 156 PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES	1.44	.0	.0	6.3	2.6	5.50

027 II A2. GIVE EXAMPLES OF THE UTILITY OF HISTORICAL RECORDS
IN MANAGEMENT AND DECISION MAKING.

O 514 SCREEN OR PRESERVE UNIT OR STAFF HISTORICAL MATERIALS	6.19	90.6	92.0	91.7	94.9	5.44
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	1.37	9.4	6.0	4.2	7.7	5.01

028 II A3. RECOGNIZE THE CONTRIBUTION TO UNIT OF TRADITIONS
AND SIGNIFICANT ACCOMPLISHMENTS.

O 515 SELECT BIOGRAPHICAL DATA FOR USE IN HISTORICAL REPORTS	4.12	68.8	68.0	70.8	71.8	5.26
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
E 156 PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES	1.44	.0	.0	6.3	2.6	5.50

029 II A4. PREDICT THE CONTRIBUTION OF THE UNIT HISTORY TO THE
AIR FORCE MISSION.

C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
C 74 EVALUATE HISTORY PRODUCTS FOR AWARDS	1.06	9.4	8.0	4.2	5.1	6.39

030 II B. SELECTING AND MAINTAINING UNIT DOCUMENT COLLECTIONS

TNG	1-2	1-4	791	E-5	TSK
EMP	4	8	52		DIF
0	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

031 IY 81. DEFINE USES OF UNIT ARCHIVES FOR WING COMMANDER AND STAFF.

E 136	MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES	6.62	90.6	90.0	91.7	87.2	4.96
O 514	SCREEN OR PRESERVE UNIT OR STAFF HISTORICAL MATERIALS	6.19	90.6	92.0	91.7	94.9	5.44
E 144	MAINTAIN QUARTERLY HISTORICAL SERVICES OR QUERIES LOGS	5.44	78.1	80.0	83.3	79.5	2.90
E 160	PREPARE QUARTERLY HISTORICAL SERVICES OR QUERIES REPORTS	4.69	84.4	86.0	95.8	89.7	4.69
A 10	ESTABLISH LIAISON WITH LOCAL COMMANDERS	4.56	34.4	42.0	35.4	48.7	5.07
E 132	MAINTAIN ADMINISTRATIVE FILES	4.12	78.1	76.0	79.2	79.5	4.99
E 162	PREPARE REQUESTS FOR ADMINISTRATIVE, TECHNICAL, OR HISTORICAL INFORMATION	4.06	68.8	72.0	77.1	82.1	4.58
C 61	BRIEF COMMANDERS AND STAFF PERSONNEL ON THE STATUS OF HISTORICAL OR PUBLIC AFFAIRS PROGRAMS	3.56	87.5	84.0	83.3	89.7	5.30
A 5	DETERMINE TARGET AUDIENCES FOR DISTRIBUTION OF INFORMATIONAL PRODUCTS	1.50	3.1	6.0	8.3	7.7	5.60
F 173	COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	1.37	9.4	6.0	4.2	7.7	5.01

032 II 82. DESCRIBE WHAT CONSTITUTE A GOOD ARCHIVE.

E 136	MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES	6.62	90.6	90.0	91.7	87.2	4.96
P 535	MAINTAIN HISTORICAL FILES	6.37	93.8	96.0	97.9	100.0	4.78
O 514	SCREEN OR PRESERVE UNIT OR STAFF HISTORICAL MATERIALS	6.19	90.6	92.0	91.7	94.9	5.44
P 534	MAINTAIN HISTORICAL ARCHIVES	6.19	93.8	96.0	97.9	100.0	4.87
P 536	MAINTAIN HISTORICAL READY REFERENCE FILES FOR RESPONSE TO FREQUENTLY ASKED QUESTIONS	5.87	71.9	78.0	77.1	76.9	5.02
E 144	MAINTAIN QUARTERLY HISTORICAL SERVICES OR QUERIES LOGS	5.44	78.1	80.0	83.3	79.5	2.90
C 94	REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
E 160	PREPARE QUARTERLY HISTORICAL SERVICES OR QUERIES REPORTS	4.69	84.4	86.0	95.8	89.7	4.69
C 82	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
A 19	ESTABLISH PUBLICATION LIBRARIES	1.94	37.5	36.0	33.1	35.9	4.76

033 II 83. EXPLAIN HOW TO SELECT, CATALOGUE, AND FILE DOCUMENTS

E 136	MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES	6.62	90.6	90.0	91.7	87.2	4.96
O 487	ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS	6.62	90.6	92.0	93.8	97.4	5.73
P 536	MAINTAIN HISTORICAL READY REFERENCE FILES FOR RESPONSE TO FREQUENTLY ASKED QUESTIONS	5.87	71.9	78.0	77.1	76.9	5.02
O 505	PREPARE OR ASSEMBLE TOPICAL FILES ON MAJOR PROBLEMS, EVENTS, OR SUBJECTS	5.75	68.8	66.0	68.8	74.4	5.69
O 518	SELECT PHOTOGRAPHS FOR USE IN HISTORICAL REPORTS	5.50	87.5	90.0	93.8	94.9	5.18
E 144	MAINTAIN QUARTERLY HISTORICAL SERVICES OR QUERIES LOGS	5.44	78.1	80.0	83.3	79.5	2.90
E 160	PREPARE QUARTERLY HISTORICAL SERVICES OR QUERIES REPORTS	4.69	84.4	86.0	95.8	89.7	4.69
P 537	MAINTAIN MICROFILM	4.31	87.5	80.0	75.0	84.6	3.79
C 82	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59

D TSK TITLES

A 19 ESTABLISH PUBLICATION LIBRARIES
E 129 COMPILE HISTORICAL PERSONNEL DIRECTORIES

TNG
EMP
D

1-2 1-4
4 8
(M) (M)

791
52
(M)

E-5
(M)

TSK
DIF
(F)

4.76
4.32

035 II 85. ILLUSTRATE HOW TO MAINTAIN UNIT ARCHIVES.

E 136 MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES
P 535 MAINTAIN HISTORICAL FILES
P 534 MAINTAIN HISTORICAL ARCHIVES
P 536 MAINTAIN HISTORICAL READY REFERENCE FILES FOR RESPONSE TO FREQUENTLY ASKED QUESTIONS

6.62
6.37
6.19
5.87

90.6 90.0
93.8 96.0
93.8 96.0
71.9 78.0

91.7
97.9
97.9
77.1

87.2
100.0
100.0
76.9

4.96
4.78
4.87
5.02

E 144 MAINTAIN QUARTERLY HISTORICAL SERVICES OR QUERIES LOGS
O 479 ARRANGE FOR REPRODUCTION OF HISTORICAL PRODUCTS
P 532 EVALUATE INDIVIDUAL REQUESTS FOR HISTORICAL INFORMATION
P 539 RESPOND TO INQUIRIES FOR HISTORICAL INFORMATION
E 160 PREPARE QUARTERLY HISTORICAL SERVICES OR QUERIES REPORTS
P 538 PROVIDE STAFF WITH "CROSS-TELL" OF OTHER HISTORICAL MATERIALS

5.44
5.31
5.31
4.69
4.31

78.1 80.0
87.5 90.0
93.8 94.0
90.6 90.0
84.4 86.0
50.0 50.0

83.3
91.7
93.8
91.7
95.8
62.5

79.5
89.7
100.0
97.4
89.7
56.4

2.90
3.91
4.82
5.16
4.69
4.75

C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS
A 19 ESTABLISH PUBLICATION LIBRARIES
E 129 COMPILE HISTORICAL PERSONNEL DIRECTORIES
E 157 PREPARE AND SUBMIT AFIO FORMS 349 (MAINTENANCE DATA COLLECTION RECORD)

3.75
1.94
1.84
1.56

31.3 34.0
37.5 36.0
12.5 24.0
6.3 4.0

33.3
33.3
14.6
2.1

38.5
35.9
7.7
7.7

5.59
4.76
4.32
4.45

035 II 85. RELATE USES OF UNIT ARCHIVES TO ORGANIZING AND WRITING THE HISTORY.

E 136 MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES
O 510 RESEARCH HISTORICAL ARCHIVES
P 539 RESPOND TO INQUIRIES FOR HISTORICAL INFORMATION
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY
O 494 PREPARE DISTRIBUTION LIST FOR HISTORICAL PRODUCTS
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS
E 129 COMPILE HISTORICAL PERSONNEL DIRECTORIES

6.62
6.37
5.31
5.25
4.94
3.75
1.84

90.6 90.0
93.8 94.0
90.6 90.0
71.9 76.0
68.8 72.0
31.3 34.0
12.5 24.0

91.7
95.8
91.7
66.7
77.1
33.3
14.6

87.2
97.4
97.4
84.6
82.1
38.5
7.7

4.96
5.50
5.16
5.95
3.49
5.59
4.32

036 II C. UNIT HISTORY: EXAMPLES AND EVALUATION

TNG	1-2	1-4	791	E-5	TSK
FMP	4	8	52		OIF
D	(M)	(M)	(M)	(M)	(F)

D TSK TTTLES

037 II C1. IDENTIFY THE MAIN CHARACTERISTICS OF A FIRST CLASS
UNIT HISTORICAL REPORT (E.G.: TOPICS, EMPHASIS).

C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

038 II C2. ILLUSTRATE HOW TO RECOGNIZE A QUALITY HISTORY.

C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

039 II C3. GIVE EXAMPLES OF GOOD AND POOR HISTORICAL WRITING.

C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	1.37	9.4	6.0	4.2	7.7	5.01

040 II D. ADMINISTRATION AND SECURITY

041 II D1. EXPLAIN OFFICE ADMINISTRATIVE REQUIREMENTS.

E 147 MAKE ENTRIES ON AF FORMS 80 (FILES MAINTENANCE AND DISPOSITION PLAN)	4.62	84.4	86.0	89.6	87.2	4.12
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
E 138 MAINTAIN FILES OF ADDITIONAL DUTY HISTORIAN APPOINTMENTS	4.00	61.3	84.0	81.3	84.6	3.31
E 148 MAKE ENTRIES ON AF FORMS 82 (FILES DISPOSITION CONTROL LABEL)	3.69	81.3	82.0	83.3	76.9	3.96
B 34 DIRECT MAINTENANCE OF ADMINISTRATIVE FILES	2.94	28.1	28.0	27.1	20.5	4.35
F 166 ARRANGE FOR MAILING OR SHIPMENT OF EQUIPMENT, SUPPLIES, OR MATERIALS	2.75	43.8	44.0	41.7	38.5	4.44
A 20 ESTABLISH UNIT ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDING OPERATING PROCEDURES (SOP)	1.88	15.6	14.0	18.8	23.1	5.87

042 II D2. PRESENT BASIC FILING SYSTEM FOR DOCUMENTS.

E 147 MAKE ENTRIES ON AF FORMS 80 (FILES MAINTENANCE AND DISPOSITION PLAN)	4.62	84.4	86.0	89.6	87.2	4.12
E 132 MAINTAIN ADMINISTRATIVE FILES	4.12	78.1	76.0	79.2	79.5	4.99
E 138 MAINTAIN FILES OF ADDITIONAL DUTY HISTORIAN APPOINTMENTS	4.00	81.3	84.0	81.3	84.6	3.31

0 TSM TITLES

E 140 MAKE ENTRIES ON AF FORMS 82 (FILES DISPOSITION CONTROL LABEL)	3.69	81.3	82.0	83.3	76.9	3.96
B 34 DIRECT MAINTENANCE OF ADMINISTRATIVE FILES	2.94	28.1	28.0	27.1	20.5	4.35

0M3 II D3. GENERALIZE OFFICE SECURITY REQUIREMENTS.

F 225 SECURE CLASSIFIED MATERIALS	6.37	76.1	80.0	83.3	82.1	3.94
E 154 PREPARE AND MAINTAIN CLASSIFIED RECORDS	6.19	78.1	82.0	81.3	76.9	5.50
E 152 PREPARE AND MAINTAIN AF FORMS 310 (DOCUMENT RECEIPT AND DESTRUCTION CERTIFICATE)	5.87	71.9	74.0	72.9	69.2	3.55
P 531 DESTROY CLASSIFIED DOCUMENTS NOT KEPT IN HISTORICAL ARCHIVES	5.87	71.9	74.0	72.9	76.9	4.50
E 150 PREPARE AND MAINTAIN AF FORMS 12 (ACCOUNTABLE CONTAINER RECEIPT)	5.75	68.8	72.0	72.9	71.8	3.31
E 151 PREPARE AND MAINTAIN AF FORMS 302 (ROOM OR AREA SECURITY INSPECTION RECORD)	5.25	81.3	86.0	87.5	87.2	2.56
E 153 PREPARE AND MAINTAIN AF FORMS 502 (PERSONS RESPONSIBLE FOR STORAGE FACILITY/CONTAINER)	4.69	65.6	72.0	75.0	69.2	3.22
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
A 15 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS	4.06	34.4	36.0	39.6	35.9	5.16
E 155 PREPARE AND MAINTAIN OP FORMS 62 (SAFE OR CABINET SECURITY RECORD)	3.37	78.1	82.0	81.3	76.9	3.27
B 42 IMPLEMENT SECURITY PROGRAMS	3.13	28.1	36.0	45.8	48.7	4.39
A 24 PLAN SECURITY PROGRAMS	3.06	15.6	22.0	22.9	28.2	5.38
C 86 EVALUATE SECURITY PROGRAMS	1.88	9.4	8.0	12.5	12.8	4.75

0M4 II D4. IDENTIFY REQUIRED SECURITY DOCUMENTS.

E 154 PREPARE AND MAINTAIN CLASSIFIED RECORDS	6.19	78.1	82.0	81.3	76.9	5.50
E 152 PREPARE AND MAINTAIN AF FORMS 310 (DOCUMENT RECEIPT AND DESTRUCTION CERTIFICATE)	5.87	71.9	74.0	72.9	69.2	3.55
P 531 DESTROY CLASSIFIED DOCUMENTS NOT KEPT IN HISTORICAL ARCHIVES	5.87	71.9	74.0	72.9	76.9	4.50
E 150 PREPARE AND MAINTAIN AF FORMS 12 (ACCOUNTABLE CONTAINER RECEIPT)	5.75	68.8	72.0	72.9	71.8	3.31
E 151 PREPARE AND MAINTAIN AF FORMS 302 (ROOM OR AREA SECURITY INSPECTION RECORD)	5.25	81.3	86.0	87.5	87.2	2.56
E 153 PREPARE AND MAINTAIN AF FORMS 502 (PERSONS RESPONSIBLE FOR STORAGE FACILITY/CONTAINER)	4.69	65.6	72.0	75.0	69.2	3.22
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
A 15 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS	4.06	34.4	36.0	39.6	35.9	5.16
E 155 PREPARE AND MAINTAIN OP FORMS 62 (SAFE OR CABINET SECURITY RECORD)	3.37	78.1	82.0	81.3	76.9	3.27

D TSK	TITLES	TNG EMP *D*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-5 (M)	TSK DIF (F)
B 42	IMPLEMENT SECURITY PROGRAMS	3.13	28.1	36.0	45.8	48.7	4.39
C 86	EVALUATE SECURITY PROGRAMS	1.88	9.4	8.0	12.5	12.8	4.75

045	II 05. SUMMARIZE PREPARATION AND MAINTENANCE OF SECURITY DOCUMENTS.	-----					

E 154	PREPARE AND MAINTAIN CLASSIFIED RECORDS	6.19	78.1	82.0	81.3	76.9	5.50
E 152	PREPARE AND MAINTAIN AF FORMS 310 (DOCUMENT RECEIPT AND DESTRUCTION CERTIFICATE)	5.87	71.9	74.0	72.9	69.2	3.55
P 531	DESTROY CLASSIFIED DOCUMENTS NOT KEPT IN HISTORICAL ARCHIVES	5.87	71.9	74.0	72.9	76.9	4.50
E 150	PREPARE AND MAINTAIN AF FORMS 12 (ACCOUNTABLE CONTAINER RECEIPT)	5.75	68.8	72.0	72.9	71.8	3.31
E 151	PREPARE AND MAINTAIN AF FORMS 302 (ROOM OR AREA SECURITY INSPECTION RECORD)	5.25	81.3	86.0	87.5	87.2	2.56
E 153	PREPARE AND MAINTAIN AF FORMS 502 (PERSONS RESPONSIBLE FOR STORAGE FACILITY/CONTAINER)	4.69	65.6	72.0	75.0	69.2	3.22
A 15	ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS	4.06	34.4	36.0	39.6	35.9	5.16
E 155	PREPARE AND MAINTAIN OP FORMS 62 (SAFE OR CABINET SECURITY RECORD)	3.37	78.1	82.0	81.3	76.9	3.27
B 42	IMPLEMENT SECURITY PROGRAMS	3.13	28.1	36.0	45.8	48.7	4.39
C 86	EVALUATE SECURITY PROGRAMS	1.88	9.4	8.0	12.5	12.8	4.75

046 III. SELECTING AND ORGANIZING HISTORICAL MATERIALS

047 III A. HISTORICAL PROBLEMS

048 III A1. EXPLAIN MEANINGS OF HISTORY AND HISTORIOGRAPHY.

049 III A2. POINT OUT THE SCOPE OF HISTORY, SPECIFICALLY MILITARY HISTORY, IN WESTERN SOCIETY.

TNG	1-2	1-4	7-1	E-5	TSK
EMP	4	8	52		DIF
-D*	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

050 YII A3. GIVE EXAMPLES OF THE USES OF APPLIED HISTORY IN A CHANGING CULTURE.

E 162 PREPARE REQUESTS FOR ADMINISTRATIVE, TECHNICAL, OR HISTORICAL INFORMATION

4.06	68.8	72.0	77.1	82.1	4.58
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051 III A4. COMPARE HISTORY IN THE AIR FORCE TO GENERAL CONCEPTS OF HISTORY.

E 162 PREPARE REQUESTS FOR ADMINISTRATIVE, TECHNICAL, OR HISTORICAL INFORMATION
C 89 EVALUATE UNIT HISTORIES

4.06	68.8	72.0	77.1	82.1	4.58
3.06	21.9	30.0	31.3	35.9	5.01

052 III A5. CATEGORIZE PROBLEMS COMMON TO HISTORIOGRAPHY.

053 III B. RESEARCH METHODS

054 III B1. EXPLAIN THE PURPOSES OF HISTORICAL RESEARCH.

O 487 ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS

6.62	90.6	92.0	93.8	97.4	5.73
3.75	31.3	34.0	33.3	38.5	5.59

055 III B2. IDENTIFY HISTORICAL RESEARCH APPLIED TO THE AIR FORCE UNIT HISTORY.

O 511 RESEARCH ORGANIZATIONAL FILES, LIBRARIES, OR ARCHIVES FOR HISTORICALLY SIGNIFICANT DOCUMENTS
O 512 RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT DOCUMENTS

7.06	93.8	96.0	95.8	97.4	6.28
7.06	96.9	98.0	97.9	97.4	5.92

O 487 ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS

6.62	90.6	92.0	93.8	97.4	5.73
3.75	31.3	34.0	33.3	38.5	5.59

C 89 EVALUATE UNIT HISTORIES

3.06	21.9	30.0	31.3	35.9	5.01
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TNG	1-2	1-4	791	E-5	TSK
EMP	4	9	52		DIF
OD*	(M)	(M)	(M)	(M)	(F)

D TSM TITLES

056 III 83. DIFFERENTIATE BETWEEN AIR FORCE APPLIED RESEARCH
AND ACADEMIC BASIC RESEARCH.

0 511 RESEARCH ORGANIZATIONAL FILES, LIBRARIES, OR ARCHIVES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	93.8	96.0	95.8	97.4	6.28
0 512 RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	96.9	98.0	97.9	97.4	5.92
E 162 PREPARE REQUESTS FOR ADMINISTRATIVE, TECHNICAL, OR HISTORICAL INFORMATION	4.06	68.8	72.0	77.1	82.1	4.58

057 III 84. EMPLOY GENERAL TECHNIQUES FOR GATHERING INFORMATION
AND USING IT IN WRITING HISTORY.

0 511 RESEARCH ORGANIZATIONAL FILES, LIBRARIES, OR ARCHIVES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	93.8	96.0	95.8	97.4	6.28
0 512 RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	96.9	98.0	97.9	97.4	5.92
0 487 ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS	6.62	90.6	92.0	93.8	97.4	5.73
0 520 TAKE NOTES AT MEETINGS OR EVENTS FOR HISTORICAL DOCUMENTATION	5.69	90.6	90.0	93.8	97.4	5.69
0 527 WRITE QUESTIONS FOR USE IN OBTAINING HISTORICAL INFORMATION	5.44	81.3	72.0	83.3	79.5	5.68
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
F 175 COORDINATE WITH AGENCIES OR INDIVIDUALS TO COMPLETE ASSIGNMENTS	3.50	34.4	32.0	22.9	33.3	4.90
E 156 PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES	1.44	.0	.0	6.3	2.6	5.50

058 III 85. CLASSIFY THE KEY KINDS OF UNIT INFORMATION THE AIR
FORCE HISTORIAN SHOULD LOOK FOR.

0 511 RESEARCH ORGANIZATIONAL FILES, LIBRARIES, OR ARCHIVES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	93.8	96.0	95.8	97.4	6.28
0 512 RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	96.9	98.0	97.9	97.4	5.92
0 487 ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS	6.62	90.6	92.0	93.8	97.4	5.73
0 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
0 515 SELECT BIOGRAPHICAL DATA FOR USE IN HISTORICAL REPORTS	4.12	68.8	68.0	70.8	71.8	5.26
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
E 156 PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES	1.44	.0	.0	6.3	2.6	5.50

TNR	1-2	1-4	791	E-5	TSM
FMP	4	8	52		OIF
D	(M)	(M)	(M)	(M)	(F)

O TSM TITLES

059 III B6. DEMONSTRATE THE IMPORTANCE OF HISTORICAL OBJECTIVITY.

O 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38
F 176 COORDINATE WITH TECHNICAL ADVISORS ON THE ACCURACY OF STORY OR HISTORICAL MATERIALS	5.06	65.6	68.0	60.4	74.4	5.00
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
C 74 EVALUATE HISTORY PRODUCTS FOR AWARDS	1.06	9.4	8.0	4.2	5.1	6.39

060 III B7. DISCOVER HOW TO EVALUATE HISTORICAL FACTS, IDEAS, AND CONTRADICTORY SOURCES.

O 512 RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	96.9	98.0	97.9	97.4	5.92
O 487 ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS	6.62	90.6	92.0	93.8	97.4	5.73
O 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

061 III C. SUPPORTING DOCUMENTS: IDENTIFICATION, EVALUATION AND COMPARISON

062 III C1. ILLUSTRATE THE PURPOSE OF SUPPORTING DOCUMENTS IN THE AIR FORCE HISTORY PROGRAM.

O 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS	7.31	90.6	94.0	95.8	97.4	6.46
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

063 III C2. DIFFERENTIATE BETWEEN PRIMARY AND SECONDARY SOURCES.

O 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS	7.31	90.6	94.0	95.8	97.4	6.46
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

TNG	1-2	1-4	791	E-5	TSK
EMP	4	8	52		QIF
MD*	(M)	(M)	(M)	(M)	(F)

D YSK TITLES

064 III C3. GIVE EXAMPLES OF USES OF SUPPORTING DOCUMENTS IN THE UNIT HISTORY (FOR COMMANDER AND OTHER HISTORIANS),

	6.69	90.6	92.0	93.8	97.4	4.99
0 483 COORDINATE FINAL REVIEWS OF HISTORICAL REPORTS WITH STAFF PERSONNEL						
A 10 ESTABLISH LIAISON WITH LOCAL COMMANDERS	4.56	34.4	42.0	35.4	48.7	5.07
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
C 61 BRIEF COMMANDERS AND STAFF PERSONNEL ON THE STATUS OF HISTORICAL OR PUBLIC AFFAIRS PROGRAMS	3.56	87.5	84.0	83.3	89.7	5.30
A 5 DETERMINE TARGET AUDIENCES FOR DISTRIBUTION OF INFORMATIONAL PRODUCTS	1.50	3.1	6.0	8.3	7.7	5.60

065 III C4. DEDUCE THE PROBLEM OF READABLE, PERMANENT, SUPPORTING DOCUMENTS.

	7.31	90.6	94.0	95.8	97.4	6.46
0 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS						
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

066 III C5. IDENTIFY THE KEY UNIT SOURCES ONE SHOULD USE IN THE UNIT HISTORY.

	5.69	90.6	90.0	93.8	97.4	4.69
0 520 TAKE NOTES AT MEETINGS OR EVENTS FOR HISTORICAL DOCUMENTATION						
0 518 SELECT PHOTOGRAPHS FOR USE IN HISTORICAL REPORTS	5.50	87.5	90.0	93.8	94.9	5.18
F 176 COORDINATE WITH TECHNICAL ADVISORS ON THE ACCURACY OF STORY OR HISTORICAL MATERIALS	5.06	65.6	68.0	60.4	74.4	5.00
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
F 175 COORDINATE WITH AGENCIES OR INDIVIDUALS TO COMPLETE ASSIGNMENTS	3.50	34.4	32.0	22.9	33.3	4.90
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

067 III C6. EXPLAIN THE IMPORTANCE OF DETERMINING AUTHENTICITY OF SOURCES, E.G., LETTERS DRAFTED BUT NEVER SENT, NO SIGNATURE, NO TIME AND DATE BLOCK ON MESSAGES, ETC.

	7.31	90.6	94.0	95.8	97.4	6.46
0 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS						
0 517 SELECT OR VERIFY AUTHENTICITY OF SUPPORTING DOCUMENTS	6.50	90.6	92.0	95.8	97.4	6.49
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95

D TSK	TITLES	TNG EMP #0*	1-2 4 (M)	1-4 8 (M)	701 52 (M)	E-5 (M)	TSK DIF (F)
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C 82	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
C 89	EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

068 III C7. DESCRIBE HOW TO OBTAIN THE KEY SOURCES AT THE UNIT LEVEL.

O 520	TAKE NOTES AT MEETINGS OR EVENTS FOR HISTORICAL DOCUMENTATION	5.69	90.6	90.0	93.8	97.4	4.69
F 176	COORDINATE WITH TECHNICAL ADVISORS ON THE ACCURACY OF STORY OR HISTORICAL MATERIALS	5.06	65.6	68.0	60.4	74.4	5.00
A 8	DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 82	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
F 175	COORDINATE WITH AGENCIES OR INDIVIDUALS TO COMPLETE ASSIGNMENTS	3.50	34.4	32.0	22.9	33.3	4.90
E 156	PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES	1.44	.0	.0	6.3	2.6	5.50

069 III C8. SUMMARIZE HOW BEST TO USE THEM IN THE HISTORY AND THE ARCHIVES.

A 8	DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 82	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59

070 III D. LINEAGE AND HONORS HISTORY

071 III D1. EXPLAIN THE ROLE OF LINEAGE AND HONORS HISTORY.

O 501	PREPARE LINEAGE AND HONORS DATA FOR HISTORICAL REPORTS	5.56	87.5	88.0	89.6	92.3	4.93
C 94	REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
O 484	DETERMINE SOLUTIONS TO LINEAGE AND HONOR PROBLEMS	5.25	59.4	64.0	68.8	66.7	6.18
C 89	EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

072 III D2. SUMMARIZE THE ROLE OF HQ USAFHRC IN PREPARING SUCH HISTORIES.

TNG	1-2	1-4	791	E-5	TSK
EMP	4	8	52		DIF
*04	(M)	(M)	(M)	(M)	(F)

D YSK TITLES

5.25	87.5	86.0	87.5	89.7	3.97
5.25	59.4	64.0	68.8	66.7	6.18

0 480 ARRANGE PHOTOGRAPHIC COVERAGE OF HISTORICAL EVENTS

0 484 DETERMINE SOLUTIONS TO LINEAGE AND HONOR PROBLEMS

5.25	59.4	64.0	68.8	66.7	6.18
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074 III D4. KNOW WHAT DAF/MPM LETTERS ARE.

5.25	87.5	86.0	87.5	89.7	3.97
5.25	59.4	64.0	68.8	66.7	6.18

075 III D5. DESCRIBE THE USE OF SPECIAL ORDERS AND MOVEMENT
ORDERS AS AUTHORITIES FOR UNIT ACTIONS.

5.25	59.4	64.0	68.8	66.7	6.18
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076 IV. UNIT HISTORY FORMAT

077 IV A. FRONT MATTER AND NARRATIVE

078 IV A1. LIST ALL COMPONENTS OF HISTORICAL REPORT FRONT
MATTER.

6.50	90.6	94.0	95.8	97.4	5.19
5.63	93.8	88.0	91.7	97.4	3.79

0 493 PREPARE CHRONOLOGIES FOR HISTORICAL REPORTS

0 497 PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL
REPORTS

0 504 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY

0 507 PREPARE TABLE OF CONTENTS FOR HISTORICAL REPORTS

0 508 PREPARE TITLE PAGES FOR HISTORICAL REPORTS

0 502 PREPARE LIST OF ILLUSTRATIONS FOR HISTORICAL REPORTS

0 525 WRITE FOREWORDS FOR HISTORICAL REPORTS

5.25	71.9	76.0	66.7	84.6	5.95
5.12	90.6	92.0	93.8	97.4	4.04
5.12	90.6	92.0	93.8	97.4	3.55
5.06	62.5	74.0	79.2	84.6	4.02
4.31	78.1	82.0	81.3	79.5	5.43

D TSK TITLES

TNG
EMP
D

1-2 1-4
4 8
(M) (M)

791 52
(M) (M)

E-5
(M)

TSK
DIF
(F)

D79 IV A2. IDENTIFY THE PURPOSE OF EACH ITEM.

O 493 PREPARE CHRONOLOGIES FOR HISTORICAL REPORTS

6.50

90.6 94.0

95.8 97.4

5.19

O 497 PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL REPORTS

5.63

93.8 88.0

91.7 97.4

3.79

O 507 PREPARE TABLE OF CONTENTS FOR HISTORICAL REPORTS

5.12

90.6 92.0

93.8 97.4

4.04

O 508 PREPARE TITLE PAGES FOR HISTORICAL REPORTS

5.12

90.6 92.0

93.8 97.4

3.55

O 502 PREPARE LIST OF ILLUSTRATIONS FOR HISTORICAL REPORTS

5.06

62.5 74.0

79.2 84.6

4.02

O 525 WRITE FOREWORDS FOR HISTORICAL REPORTS

4.31

78.1 82.0

81.3 79.5

5.43

C 89 EVALUATE UNIT HISTORIES

3.06

21.9 30.0

31.3 35.9

5.01

O80 IV A3. DEMONSTRATE THE PROPER FORMAT AND PLACEMENT OF EACH ITEM.

O 493 PREPARE CHRONOLOGIES FOR HISTORICAL REPORTS

6.50

90.6 94.0

95.8 97.4

5.19

O 497 PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL REPORTS

5.63

93.8 88.0

91.7 97.4

3.79

6 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND

5.25

56.3 62.0

66.7 69.2

5.09

(MAJCOM) HISTORICAL DIRECTIVES

O 507 PREPARE TABLE OF CONTENTS FOR HISTORICAL REPORTS

5.12

90.6 92.0

93.8 97.4

4.04

O 508 PREPARE TITLE PAGES FOR HISTORICAL REPORTS

5.12

90.6 92.0

93.8 97.4

3.55

O 502 PREPARE LIST OF ILLUSTRATIONS FOR HISTORICAL REPORTS

5.06

62.5 74.0

79.2 84.6

4.02

O 525 WRITE FOREWORDS FOR HISTORICAL REPORTS

4.31

78.1 82.0

81.3 79.5

5.43

C 89 EVALUATE UNIT HISTORIES

3.06

21.9 30.0

31.3 35.9

5.01

O81 IV A4. SUMMARIZE THE REQUIRED NARRATIVE FORMAT FOR UNIT HISTORICAL REPORTS.

O 526 WRITE NARRATIVES FOR HISTORICAL REPORTS

7.31

93.8 96.0

97.2 100.0

7.41

O 481 ASSEMBLE HISTORICAL NARRATIVE AND SUPPORTING DOCUMENT

6.69

93.8 96.0

97.9 100.0

5.41

VOLUMES

6 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND

5.25

56.3 62.0

66.7 69.2

5.09

(MAJCOM) HISTORICAL DIRECTIVES

C 89 EVALUATE UNIT HISTORIES

3.06

21.9 30.0

31.3 35.9

5.01

O82 IV B. FOOTNOTES

O83 IV B1. EXPLAIN PURPOSE OF REFERENCE AND EXPLANATORY FOOTNOTES.

O 496 PREPARE FOOTNOTES FOR HISTORICAL REPORTS

6.69

90.6 94.0

97.9 97.4

5.20

		TNG	1-2	1-4	791	E-5	TSK
		EMP	4	8	52	(M)	DIF
		0D*	(M)	(M)	(M)	(M)	(F)
D YSK		YTTLES					
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY		5.25	71.9	76.0	66.7	84.6	5.95

084 IV B2. ILLUSTRATE PROPER FORMAT, CONTENT, AND PLACEMENT.							

O 496 PREPARE FOOTNOTES FOR HISTORICAL REPORTS		6.69	90.6	94.0	97.9	97.4	5.20
G 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND		5.25	56.3	62.0	66.7	69.2	5.09
(MAJCOM) HISTORICAL DIRECTIVES							
A 8 DEVELOP WORK METHODS OR PROCEDURES		4.50	59.4	64.0	58.3	66.7	5.95
C 89 EVALUATE UNIT HISTORIES		3.06	21.9	30.0	31.3	35.9	5.01

085 IV B3. EMPLOY FOOTNOTES PROPERLY.							

O 461 ASSEMBLE HISTORICAL NARRATIVE AND SUPPORTING DOCUMENT		6.69	93.8	96.0	97.9	100.0	5.41
VOLUMES							
O 496 PREPARE FOOTNOTES FOR HISTORICAL REPORTS		6.69	90.6	94.0	97.9	97.4	5.20
A 8 DEVELOP WORK METHODS OR PROCEDURES		4.50	59.4	64.0	58.3	66.7	5.95

086 IV C. BACK MATTER							

087 IV C1. LIST ALL COMPONENTS OF HISTORICAL REPORT BACK							
MATTER, INCLUDING EXPLANATORY APPENDICES.							

O 491 PREPARE APPENDICES FOR HISTORICAL REPORTS		6.25	93.8	94.0	95.8	100.0	5.47
O 485 DRAFT CHARTS OR GRAPHS TO ILLUSTRATE HISTORICAL DATA		5.69	84.4	86.0	89.6	89.7	5.45
O 497 PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL		5.63	93.8	88.0	91.7	97.4	3.79
REPORTS							
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY		5.25	71.9	76.0	66.7	84.6	5.95
O 499 PREPARE GLOSSARIES FOR HISTORICAL REPORTS		5.25	90.6	94.0	93.8	97.4	4.52
O 500 PREPARE INDICES FOR HISTORICAL REPORTS		4.19	46.9	42.0	43.8	46.2	4.83
O 498 PREPARE GAZETTEERS FOR HISTORICAL REPORTS		3.87	12.5	18.0	18.8	20.5	4.73
O 492 PREPARE BIBLIOGRAPHIES FOR HISTORICAL REPORTS		3.13	21.9	24.0	22.9	23.1	5.44

088 IV C2. EXPLAIN PURPOSE OF EACH COMPONENT.							

O 491 PREPARE APPENDICES FOR HISTORICAL REPORTS		6.25	93.8	94.0	95.8	100.0	5.47
O 485 DRAFT CHARTS OR GRAPHS TO ILLUSTRATE HISTORICAL DATA		5.69	84.4	86.0	89.6	89.7	5.45
O 497 PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL		5.63	93.8	88.0	91.7	97.4	3.79
REPORTS							

O TSK	TITLES		TNG		1-2		1-4		791		E-5		TSK	
			EMP		(M)		(M)		(M)		(M)		DIF	
			D										(F)	
0 499	PREPARE GLOSSARIES FOR HISTORICAL REPORTS		5.25		90.6	94.0			93.8		97.4		4.52	
0 500	PREPARE INDICES FOR HISTORICAL REPORTS		4.19		46.9	42.0			43.8		46.2		4.83	
0 492	PREPARE BIBLIOGRAPHIES FOR HISTORICAL REPORTS		3.13		21.9	24.0			22.9		23.1		5.44	

089 IV C3. PRESENT THE PROPER FORMAT, PLACEMENT, AND CLASSIFICATION OF EACH COMPONENT.

0 491	PREPARE APPENDICES FOR HISTORICAL REPORTS		4.25		93.8	94.0			95.8		100.0		5.47	
0 485	DRAFT CHARTS OR GRAPHS TO ILLUSTRATE HISTORICAL DATA		5.69		84.4	86.0			89.6		89.7		5.45	
0 497	PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL REPORTS		5.63		93.8	88.0			91.7		97.4		3.79	
6 229	CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES		5.25		56.3	62.0			66.7		69.2		5.09	
0 499	PREPARE GLOSSARIES FOR HISTORICAL REPORTS		5.25		90.6	94.0			93.8		97.4		4.52	
A 8	DEVELOP WORK METHODS OR PROCEDURES		4.50		59.4	64.0			58.3		66.7		5.95	
P 530	BIND HISTORICAL REPORTS		4.38		90.6	94.0			95.8		97.4		4.08	
0 500	PREPARE INDICES FOR HISTORICAL REPORTS		4.19		46.9	42.0			43.8		46.2		4.83	
P 529	ARRANGE FOR BINDING HISTORICAL REPORTS		3.62		65.6	62.0			62.5		53.8		4.00	
0 492	PREPARE BIBLIOGRAPHIES FOR HISTORICAL REPORTS		3.13		21.9	24.0			22.9		23.1		5.44	
C 89	EVALUATE UNIT HISTORIES		3.06		21.9	30.0			31.3		35.9		5.01	

090 IV C4. IDENTIFY PURPOSE OF INCLUDING SUPPORTING DOCUMENTS.

0 495	PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT VOLUMES		6.12		87.5	92.0			95.8		94.9		4.96	
C 89	EVALUATE UNIT HISTORIES		3.06		21.9	30.0			31.3		35.9		5.01	

091 IV C5. LIST SUPPORTING DOCUMENTS.

0 481	ASSEMBLE HISTORICAL NARRATIVE AND SUPPORTING DOCUMENT VOLUMES		6.69		93.8	96.0			97.9		100.0		5.41	
0 495	PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT VOLUMES		6.12		87.5	92.0			95.8		94.9		4.96	
0 503	PREPARE LIST OF SUPPORTING DOCUMENTS FOR HISTORICAL REPORTS		5.31		93.8	96.0			97.9		100.0		4.20	

092 IV C6. EMPLOY STEPS FOR MARKING DOCUMENTS WITH REGARD FOR NUMBERING DOCUMENTS AND THEIR PAGES.

0 495	PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT VOLUMES		6.12		87.5	92.0			95.8		94.9		4.96	
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TNG 1-2 1-4 791 E-5 TSK
FMP 4 8 52 DIF
D (M) (M) (F)

D TSK TITLES

A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95
C 89 EVALUATE UNIT HISTORIES 3.06 21.9 30.0 31.3 35.9 5.01

093 IV C7. PREDICT READABILITY OF SUPPORTING DOCUMENTS.

O 495 PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT 6.12 87.5 92.0 95.8 94.9 4.96
VOLUMES
C 89 EVALUATE UNIT HISTORIES 3.06 21.9 30.0 31.3 35.9 5.01

094 IV D. ABSTRACTING

095 IV D1. EXPLAIN THAT THE IRIS ABSTRACT IS A COMBINATION OF
INFORMATIVE AND INDICATIVE TYPES OF ABSTRACTS.

O 523 WRITE ABSTRACTS FOR HISTORICAL REPORTS 5.56 87.5 90.0 95.8 97.4 5.32

096 IV D2. GIVE EXAMPLES OF THE DATA REQUIRED FOR THE IRIS
ABSTRACT.

O 523 WRITE ABSTRACTS FOR HISTORICAL REPORTS 5.56 87.5 90.0 95.8 97.4 5.32

097 IV D3. DEFEND GRAMMATICAL/MECHANICAL ACCURACY.

O 523 WRITE ABSTRACTS FOR HISTORICAL REPORTS 5.56 87.5 90.0 95.8 97.4 5.32

098 IV D4. WRITE AN ABSTRACT BASED ON A SAMPLE HISTORY.

O 523 WRITE ABSTRACTS FOR HISTORICAL REPORTS 5.56 87.5 90.0 95.8 97.4 5.32
A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95

099 V. HISTORICAL METHODS

TNG 1-2 1-4 T91 E-5 TSK
EMP 4 8 52 DIF
D (M) (M) (F)

D TSK TITLES

100 V A. TOPIC SELECTION AND ORGANIZING THE HISTORY

101 V A1. EXPLAIN THE NEED TO DETERMINE THE IMPORTANT, MISSION-RELATED TOPICS FOR COVERAGE IN PREPARING UNIT HISTORIES, E.G., FOR A FLYING WING, A MISSILE WING, OR AN AIR BASE WING.

O 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
A 6 DETERMINE WORK PRIORITIES	5.00	81.3	82.0	72.9	74.4	5.32
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	1.37	9.4	6.0	4.2	7.7	5.01

102 V A2. SUMMARIZE THE RECOGNIZED METHODS FOR STRUCTURING THE CONTENTS OF A FLYING WING AND A MISSILE WING HISTORY.

C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
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103 V A3. PROVIDE EXAMPLES OF ORGANIZING CONTENTS FOR OTHER SELECTED HISTORICAL STUDIES: CHRONOLOGICAL/TOPICAL, E.G., PROUD PHANTOM.

O 528 WRITE SPECIAL HISTORICAL REPORTS, MONOGRAPHS, OR CHRONOLOGIES TO DOCUMENT UNUSUAL EVENTS	5.56	56.3	54.0	54.2	51.3	7.15
O 504 PREPARE MONOGRAPHS OR EXPANDED CHRONOLOGIES	5.12	53.1	58.0	64.6	59.0	6.22
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95

104 V A4. DIFFERENTIATE BETWEEN THE IMPORTANT AND INSIGNIFICANT OR IRRELEVANT SUBJECTS IN WRITING THE UNIT HISTORY.

O 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
A 6 DETERMINE WORK PRIORITIES	5.00	81.3	82.0	72.9	74.4	5.32
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

D YSK	TITLES							
	TNG	1-2	1-4	791	E-5	TSK		
	EMP	4	8	52	(M)	DIF		
	40*	(M)	(M)	(M)	(M)	(F)		

105 V A5. EXPLAIN THAT TOPIC SELECTION AND COVERAGE ALSO DEPEND ON SUCH THINGS AS THE UNIT MISSION, REGULATIONS, AVAILABILITY OF SOURCES, AND NEEDS OF THE COMMANDER.

0 483 COORDINATE FINAL REVIEWS OF HISTORICAL REPORTS WITH STAFF PERSONNEL	6.69	90.6	92.0	93.8	97.4	4.99		
0 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38		
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95		
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	1.37	9.4	6.0	4.2	7.7	5.01		

106 V A6. REVIEW METHODS OF ORGANIZING THE RESEARCH MATERIAL AGAINST THE CONTENTS PREPARATORY TO WRITING (CARDS VICE DOCUMENTS).

A B DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95		
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01		

107 V B. TIME CONSTRAINTS, BALANCE, AND EMPHASIS IN THE UNIT HISTORY

108 V B1. EXPLAIN THE IMPORTANCE OF SCHEDULING RESEARCH, WRITING, EDITING AND PROOFING TO MEET QUARTERLY HISTORY DEADLINES.

C 60 ANALYZE WORKLOAD REQUIREMENTS	4.31	46.9	52.0	50.0	43.6	6.17		
A 25 PLAN WORK ASSIGNMENTS	3.94	43.8	40.0	33.3	38.5	5.15		
B 39 ESTABLISH DEADLINES	3.87	40.6	46.0	52.1	46.2	4.51		
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59		
B 33 DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	1.25	15.6	12.0	16.7	12.8	3.90		

109 V B2. ILLUSTRATE HOW TO PROPERLY "BALANCE" THE CONTENT OF A UNIT HISTORY FOR A FLYING WING, AN AIR BASE WING, AND A MISSILE WING.

0 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38		
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95		
A B DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95		
C 60 ANALYZE WORKLOAD REQUIREMENTS	4.31	46.9	52.0	50.0	43.6	6.17		
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01		

TNG 1-2 1-4 TSK E-S TSK
FMP 4 8 DIF
#D# (M) (M) (F)

D TSK TITLES

110 V B3. INTERPRET THE "EMPHASIS" TO BE PLACED IN THE VARIOUS KINDS OF UNIT HISTORIES.

O 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
C 60 ANALYZE WORKLOAD REQUIREMENTS	4.31	46.9	52.0	50.0	43.6	6.17
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

111 V B4. DEFEND THE EMPHASIS ON THE MISSION OF THE WING.

O 519 SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	90.6	94.0	93.8	94.9	6.38
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
F 173 COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	1.37	9.4	6.0	4.2	7.7	5.01

112 V C. HISTORICAL WRITING: PROBLEMS AND PROCEDURES

113 V C1. DESCRIBE THE WRITING PROCESS, FROM FIRST DRAFT THROUGH PROOFING FINAL COPY.

G 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES	5.25	56.3	62.0	66.7	69.2	5.09
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95

114 V C2. EXPLAIN THE ELEMENTS OF INFORMED EXPOSITION (VOICE, TENSE, USE OF QUOTES, EMPHASIS WITHIN THE SENTENCE, TRANSITIONS, ETC.).

G 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES	5.25	56.3	62.0	66.7	69.2	5.09
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

115 V C3. DESCRIBE HOW THESE ELEMENTS ARE EMPLOYED IN WRITING HISTORICAL REPORTS.

G 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES	5.25	56.3	62.0	66.7	69.2	5.09
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 89 EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01

TNG	1-2	1-4	791	E-5	TSK
EMP	4	8	52		DIF
D	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

116 V C4. PREDICT PROBLEM AREAS TO AVOID (E.G., EXCESSIVE
ACRONYMS, JARGON).
-----6 229 CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND
(MAJCOM) HISTORICAL DIRECTIVES 5.25 56.3 62.0 66.7 69.2 5.09-----
117 V C5. EMPLOY TECHNIQUES TO IMPROVE COMPREHENSION (TIME
TRANSITIONS, EXPLANATION OF NEW TERMS OR TECHNOLOGY
INTRODUCED).
-----A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95
C 89 EVALUATE UNIT HISTORIES 3.06 21.9 30.0 31.3 35.9 5.01-----
118 V D. ORAL HISTORY

119 V D1, DEFINE ORAL HISTORY.
-----O 488 INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A
PERSPECTIVE OF HISTORICAL EVENTS 6.62 90.6 88.0 91.7 89.7 5.60-----
120 V D2. DISTINGUISH ORAL HISTORY FROM TRADITIONAL HISTORY AND
FROM SIMPLE CONVERSATION.

F 218 RESEARCH MATERIALS FOR INTERVIEWS 4.12 53.1 56.0 66.7 56.4 5.01

121 V D3. EXPLAIN HOW ORAL HISTORY MAY BE USED TO ENHANCE THE
UNIT HISTORY.
-----O 488 INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A
PERSPECTIVE OF HISTORICAL EVENTS 6.62 90.6 88.0 91.7 89.7 5.60

O 482 CONDUCT INTERVIEWS TO SUPPLEMENT HISTORICAL MATERIALS

A 8 DEVELOP WORK METHODS OR PROCEDURES 6.31 93.8 94.0 95.8 100.0 5.71

F 218 RESEARCH MATERIALS FOR INTERVIEWS 4.50 59.4 64.0 58.3 66.7 5.95

C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING,
MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS 4.12 53.1 56.0 66.7 56.4 5.01
3.75 31.3 34.0 33.3 38.5 5.59

TNG	1-2	1-4	791	E-5	TSM
EMP	4	8	52		DIF
D	(M)	(M)	(M)	(M)	(F)

TITLES

122 V D4. DETERMINE WHO SHOULD BE INTERVIEWED AS A SOURCE FOR THE UNIT HISTORY.

0 488 INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A PERSPECTIVE OF HISTORICAL EVENTS	6.62	90.6	88.0	91.7	89.7	5.60
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
F 224 SCHEDULE INTERVIEWS	4.3A	75.0	72.0	58.3	61.5	3.85
F 218 RESEARCH MATERIALS FOR INTERVIEWS	4.12	53.1	56.0	66.7	56.4	5.01
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
F 217 REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED AS PART OF ORAL HISTORY INTERVIEWS	1.88	15.6	14.0	18.8	15.4	3.80

123 V D5. ILLUSTRATE THE DESIGN OF QUESTIONS FOR THE INTERVIEW.

0 488 INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A PERSPECTIVE OF HISTORICAL EVENTS	6.62	90.6	88.0	91.7	89.7	5.60
0 527 WRITE QUESTIONS FOR USE IN OBTAINING HISTORICAL INFORMATION	5.44	81.3	72.0	83.3	79.5	5.68
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
F 227 WRITE INTERVIEW QUESTIONS FOR ORAL HISTORY INTERVIEWS	4.44	46.9	40.0	41.7	48.7	5.39
F 218 RESEARCH MATERIALS FOR INTERVIEWS	4.12	53.1	56.0	66.7	56.4	5.01
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59

124 V D6. DESCRIBE HOW TO CONDUCT AN INTERVIEW THAT CAN BE USED FOR HISTORICAL DOCUMENTATION.

0 488 INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A PERSPECTIVE OF HISTORICAL EVENTS	6.62	90.6	88.0	91.7	89.7	5.60
0 482 CONDUCT INTERVIEWS TO SUPPLEMENT HISTORICAL MATERIALS	6.31	93.8	94.0	95.8	100.0	5.71
C 94 REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
A 8 DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 82 EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	31.3	34.0	33.3	38.5	5.59
F 217 REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED AS PART OF ORAL HISTORY INTERVIEWS	1.88	15.6	14.0	18.8	15.4	3.80

125 VI. HISTORICAL COMPOSITION

TNG	1-2	1-4	791	E-5	TSK
FMP	4	8	52		DIF
D	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

126 VI A. COMPOSITION WORKSHOP I

127 VI A1. DEFINE ACTIVE AND PASSIVE VOICE IN WRITING.

128 VI A2. EXPLAIN THE USE OF PAST TENSE IN HISTORICAL WRITING.

129 VI A3. WRITE SEVERAL SENTENCES IN ACTIVE VOICE AND PAST TENSE.

A 8 DEVELOP WORK METHODS OR PROCEDURES

130 VI B. COMPOSITION WORKSHOP II

131 VI B1. EXPLAIN THE BUILDING BLOCKS OF COMPOSITION (PARAGRAPH, TRANSITIONS, ETC.).

A 6 DETERMINE WORK PRIORITIES

132 VI B2. WRITE A COMPOSITION USING THE BUILDING BLOCKS.

A 6 DETERMINE WORK PRIORITIES

A 8 DEVELOP WORK METHODS OR PROCEDURES

133 VI B3. IDENTIFY THE USE OF THE BUILDING BLOCKS.

A 6 DETERMINE WORK PRIORITIES

C 74 EVALUATE HISTORY PRODUCTS FOR AWARDS

134 VI C. COMPOSITION WORKSHOP III

4.50	59.4	64.0	50.3	66.7	5.95
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5.00	81.3	82.0	72.9	74.4	5.32
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5.00	81.3	82.0	72.9	74.4	5.32
4.50	59.4	64.0	58.3	66.7	5.95

5.00	81.3	82.0	72.9	74.4	5.32
1.06	9.4	8.0	4.2	5.1	6.39

TNG	1-2	1-4	791	E-5	TSK
EMP	4	8	52	(M)	DIF
D	(M)	(M)	(M)	(M)	(F)

O TSK TITLES

135 VI C1. WRITE A COMPOSITION EQUIVALENT TO A CHAPTER
"SUBSECTION" IN A UNIT HISTORY.

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50	59.4	64.0	58.3	66.7	5.95
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136 VI C2. REWRITE THE COMPOSITION BASED ON STUDENT CRITIQUE.

O 486 EDIT HISTORICAL NARRATIVES
A 8 DEVELOP WORK METHODS OR PROCEDURES

6.69	84.4	88.0	91.7	89.7	6.31
4.50	59.4	64.0	58.3	66.7	5.95

137 VI C3. COMPARE FINAL COMPOSITION DRAFT WITH "PREFERRED SOLUTION."

138 VI D. SECURITY MARKINGS

139 VI D1. IDENTIFY PROPER CLASSIFICATION OF MATERIAL EXTRACTED FROM SOURCE DOCUMENTS.

O 489 MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION

7.31	90.6	92.0	93.8	92.3	5.37
------	------	------	------	------	------

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50	59.4	64.0	58.3	66.7	5.95
------	------	------	------	------	------

A 15 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS

4.06	34.4	36.0	39.6	35.9	5.16
------	------	------	------	------	------

B 42 IMPLEMENT SECURITY PROGRAMS

3.13	28.1	36.0	45.8	48.7	4.39
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A 24 PLAN SECURITY PROGRAMS

3.06	15.6	22.0	22.9	28.2	5.38
------	------	------	------	------	------

C 89 EVALUATE UNIT HISTORIES

3.06	21.9	30.0	31.3	35.9	5.01
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C 86 EVALUATE SECURITY PROGRAMS

1.88	9.4	8.0	12.5	12.8	4.75
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140 VI D2. DERIVE AN OVERALL CLASSIFICATION FROM MULTIPLE ITEM FOOTNOTES.

O 489 MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION

7.31	90.6	92.0	93.8	92.3	5.37
------	------	------	------	------	------

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50	59.4	64.0	58.3	66.7	5.95
------	------	------	------	------	------

A 15 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH SECURITY REGULATIONS

4.06	34.4	36.0	39.6	35.9	5.16
------	------	------	------	------	------

B 42 IMPLEMENT SECURITY PROGRAMS

3.13	28.1	36.0	45.8	48.7	4.39
------	------	------	------	------	------

C 86 EVALUATE SECURITY PROGRAMS

1.88	9.4	8.0	12.5	12.8	4.75
------	-----	-----	------	------	------

POY 3ABR791X2 MATCHED WITH OCCUPATIONAL SURVEY D

TNG	1-2	1-4	791	E-5	TSK
EMP	4	8	52		DIF
D	(M)	(M)	(M)	(M)	(F)

D TSK TITLES

141 VI D3. DEFINE PROPER PLACEMENT OF SECURITY MARKINGS.

O 489 MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFI-

CATION

O 506 PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS

A 8 DEVELOP WORK METHODS OR PROCEDURES

A 15 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR

COMPLIANCE WITH SECURITY REGULATIONS

B 42 IMPLEMENT SECURITY PROGRAMS

C 86 EVALUATE SECURITY PROGRAMS

7.31	90.6	92.0	93.8	92.3	5.37
6.75	90.6	92.0	93.8	97.4	4.95
4.50	59.4	64.0	58.3	66.7	5.95
4.06	34.4	36.0	39.6	35.9	5.16
3.13	28.1	36.0	45.8	48.7	4.39
1.88	9.4	8.0	12.5	12.8	4.75

142 VI D4. EMPLOY THE CORRECT PLACEMENT OF MARKINGS FOR
MATERIAL REQUIRING SPECIAL HANDLING.

O 489 MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFI-

CATION

O 506 PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS

A 8 DEVELOP WORK METHODS OR PROCEDURES

A 15 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR

COMPLIANCE WITH SECURITY REGULATIONS

B 42 IMPLEMENT SECURITY PROGRAMS

C 89 EVALUATE UNIT HISTORIES

C 86 EVALUATE SECURITY PROGRAMS

7.31	90.6	92.0	93.8	92.3	5.37
6.75	90.6	92.0	93.8	97.4	4.95
4.50	59.4	64.0	58.3	66.7	5.95
4.06	34.4	36.0	39.6	35.9	5.16
3.13	28.1	36.0	45.8	48.7	4.39
3.06	21.9	30.0	31.3	35.9	5.01
1.88	9.4	8.0	12.5	12.8	4.75

143 VI E. PRELIMINARY WRITING EXERCISE

144 VI E1. IDENTIFY GOOD SENTENCE AND PARAGRAPH CONSTRUCTION.

145 VI E2. WRITE A HISTORICAL REPORT, BASED ON BOMBING MISSION
DOCUMENTS.

O 528 WRITE SPECIAL HISTORICAL REPORTS, MONOGRAPHS, OR

CHRONOLOGIES TO DOCUMENT UNUSUAL EVENTS

A 8 DEVELOP WORK METHODS OR PROCEDURES

5.56	56.3	54.0	54.2	51.3	7.15
4.50	59.4	64.0	58.3	66.7	5.95

146 VI E3. REWRITE THE ROUGH DRAFT AFTER EDITING.

O 486 EDIT HISTORICAL NARRATIVES

6.69	84.4	88.0	91.7	89.7	6.31
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O YSK YTTLES

TNG
EMP
DPA

1-2 1-4
4 8
(M) (M)

791
52
(M)

E-5
(M)

TSK
DIF
(F)

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50

59.4 64.0

58.3

66.7

5.95

147 VII. HISTORICAL WRITING EXERCISE PROUD PHANTOM

148 VII A. INTRODUCTION TO PROUD PHANTOM/FORMAT

149 VII A1. EXPLAIN THE OVERALL WRITING EXERCISE--THE MAXIMUM
AND MINIMUM NUMBER OF PAGES ACCEPTABLE, TYPING AND
CLASSIFICATION REQUIREMENTS, THE METHOD OF GRADING, AND
INSTRUCTOR ASSISTANCE AVAILABLE.

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50

59.4 64.0

58.3

66.7

5.95

150 VII A2. OUTLINE PROCEDURES TO FOLLOW IN WRITING THE
NARRATIVE OF PROUD PHANTOM.

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50

59.4 64.0

58.3

66.7

5.95

151 VII A3. DESCRIBE THOSE DOCUMENTS THAT COULD BE USED AS
SUPPORTING DOCUMENTS TO THE STUDY.

O 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS

7.31

90.6 94.0

95.8

97.4

6.46

152 VII A4. SUMMARIZE THE USE OF THE CONTROL POINT FOR
CLASSIFIED DOCUMENTS AND THE HOURS OF OPERATION.

F 225 SECURE CLASSIFIED MATERIALS

6.37

78.1 80.0

83.3

82.1

3.94

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50

59.4 64.0

58.3

66.7

5.95

A 24 PLAN SECURITY PROGRAMS

3.06

15.6 22.0

22.9

28.2

5.38

C 86 EVALUATE SECURITY PROGRAMS

1.8A

9.4 8.0

12.5

12.8

4.75

153 VII B. INTRODUCTION TO PROUD PHANTOM/CONTENT

TNG	1-2	1-4	791	E-5	TSM
FMP	4	8	52		DIF
D	(M)	(M)	(M)	(M)	(F)

O TSK TITLES

154 VII B1. SUMMARIZE INDIVIDUAL'S RESPONSIBILITY FOR SAFE-
GUARDING DOCUMENTS AND RETURNING THEM TO THE CONTROL POINT.

F 225 SECURE CLASSIFIED MATERIALS

A 8 DEVELOP WORK METHODS OR PROCEDURES

A 24 PLAN SECURITY PROGRAMS

6.37	78.1	80.0	83.3	82.1	3.94
4.50	59.4	64.0	58.3	66.7	5.95
3.06	15.6	22.0	22.9	28.2	5.38

155 VII B2. COMPILER TWO OR THREE POTENTIAL OUTLINES OR TABLES
OF CONTENTS ADAPTABLE TO PROUD PHANTOM.

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50	59.4	64.0	58.3	66.7	5.95
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156 VII B3. ILLUSTRATE HOW TO CODE DOCUMENTS TO OUTLINE.

O 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS

A 8 DEVELOP WORK METHODS OR PROCEDURES

7.31	90.6	94.0	95.8	97.4	6.46
4.50	59.4	64.0	58.3	66.7	5.95

157 VII B4. SUMMARIZE THE PURPOSE AND ORGANIZATION OF VARIOUS
AGENCIES AND COMMANDS INVOLVES IN PROUD PHANTOM.

158 VII C. SUPERVISED WRITING SEMINAR

159 VII C1. OUTLINE A HISTORICAL REPORT BASED ON PROUD PHANTOM
DOCUMENTS.

O 516 SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS

O 528 WRITE SPECIAL HISTORICAL REPORTS, MONOGRAPHS, OR

CHRONOLOGIES TO DOCUMENT UNUSUAL EVENTS

A 8 DEVELOP WORK METHODS OR PROCEDURES

7.31	90.6	94.0	95.8	97.4	6.46
5.56	56.3	54.0	54.2	51.3	7.15

4.50	59.4	64.0	58.3	66.7	5.95
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160 VII C2. WRITE A HISTORICAL REPORT, USING THE PRINCIPLES
LEARNED IN THE COURSE.

O 526 WRITE NARRATIVES FOR HISTORICAL REPORTS

O 528 WRITE SPECIAL HISTORICAL REPORTS, MONOGRAPHS, OR

CHRONOLOGIES TO DOCUMENT UNUSUAL EVENTS

7.31	93.8	96.0	97.9	100.0	7.41
5.56	54.3	54.0	54.2	51.3	7.15

O TSM TNG 1-2 1-4 791 E-5 TSM
FMP 4 8 52 DIF
WD* (M) (M) (F)

A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95

161 VII C3. REWRITE THE FIRST DRAFT AS NEEDED AND ACCORDING TO INSTRUCTORS' SUGGESTIONS.

C 93 REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS 5.50 53.1 60.0 52.1 51.3 6.09

O 521 TYPE DRAFT COPIES OF HISTORICAL REPORTS 4.62 81.3 84.0 81.3 79.5 5.65

A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95

162 VII C4. CRITICIZE THE SECOND DRAFT.

O 486 EDIT HISTORICAL NARRATIVES 6.69 84.4 88.0 91.7 89.7 6.31

C 93 REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS 5.50 53.1 60.0 52.1 51.3 6.09

A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95

C 64 CRITIQUE MONOGRAPHS, CHRONOLOGIES, SPECIAL REPORTS, OR HISTORY REPORTS 1.44 15.6 20.0 16.7 15.4 6.01

163 VII C5. REWRITE IN LIGHT OF SELF-CRITIQUE.

O 486 EDIT HISTORICAL NARRATIVES 6.69 84.4 88.0 91.7 89.7 6.31

O 521 TYPE DRAFT COPIES OF HISTORICAL REPORTS 4.62 81.3 84.0 81.3 79.5 5.65

A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95

164 VII C6. PREPARE A FINAL COPY OF THE REPORT.

O 509 PROOFREAD HISTORICAL REPORTS 6.06 87.5 92.0 93.8 94.9 5.65

A 8 DEVELOP WORK METHODS OR PROCEDURES 4.50 59.4 64.0 58.3 66.7 5.95

O 522 TYPE FINAL COPIES OF HISTORICAL REPORTS 4.12 78.1 80.0 77.1 76.9 6.42

165 VII D. PROUD PHANTOM REVIEW

166 VII D1. APPRAISE ACCEPTED METHODS OF ORGANIZING THE PAPERS.

O 486 EDIT HISTORICAL NARRATIVES 6.69 84.4 88.0 91.7 89.7 6.31

D YSM TITLES

C 93	REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS	5.50	53.1	60.0	52.1	51.3	6.09
C 94	REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	71.9	76.0	66.7	84.6	5.95
G 229	CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES	5.25	56.3	62.0	66.7	69.2	5.09
A 8	DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 89	EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
C 74	EVALUATE HISTORY PRODUCTS FOR AWARDS	1.06	9.4	8.0	4.2	5.1	6.39

167 VII D2. REVIEW SECURITY REQUIREMENTS.

C 93	REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS	5.50	53.1	60.0	52.1	51.3	6.09
A 8	DEVELOP WORK METHODS OR PROCEDURES	4.50	59.4	64.0	58.3	66.7	5.95
C 89	EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
C 86	EVALUATE SECURITY PROGRAMS	1.88	9.4	8.0	12.5	12.8	4.75

168 VII D3. ASSESS PROBLEMS ENCOUNTERED IN WRITING THE PAPER.

O 486	EDIT HISTORICAL NARRATIVES	6.69	84.4	88.0	91.7	82.7	6.31
C 93	REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS	5.50	53.1	60.0	52.1	51.3	6.09
C 89	EVALUATE UNIT HISTORIES	3.06	21.9	30.0	31.3	35.9	5.01
C 74	EVALUATE HISTORY PRODUCTS FOR AWARDS	1.06	9.4	8.0	4.2	5.1	6.39

169 VII E. SEMINAR REVIEW OF ROUGH DRAFT CHAPTER 1

170 VII E1. ASSESS INSTRUCTORS' CRITIQUE OF WORK.

171 VII E2. DECIDE WEAKNESSES IN WORK TO THIS POINT.

O 486	EDIT HISTORICAL NARRATIVES	6.69	84.4	88.0	91.7	89.7	6.31
C 64	CRITIQUE MONOGRAPHS, CHRONOLOGIES, SPECIAL REPORTS, OR HISTORY REPORTS	1.44	15.6	20.0	16.7	15.4	6.01

TNG	1-2	1-4	791	E-5	TSK
EMP	4	8	52		DIF
ED	(M)	(M)	(M)	(M)	(F)

D YSK TITLES

172 VII E3. REWRITE 1ST CHAPTER.

A 8 DEVELOP WORK METHODS OR PROCEDURES

4.50 59.4 64.0 58.3 66.7 5.95

173 VII E4. WRITE REST OF HISTORICAL REPORT IN LIGHT OF
CRITIQUE AND SELF-ASSESSMENT.

0 406 EDIT HISTORICAL NARRATIVES
A 8 DEVELOP WORK METHODS OR PROCEDURES

6.69 84.4 88.0 91.7 89.7 6.31
4.50 59.4 64.0 58.3 66.7 5.95

TASKS NOT REFERENCED	TITLE	TNG EMP *D*	1-2 4 (M)	1-4 8 (M)	701 52 (H)	E-5 (M)	TSK DIF (F)
F 205 PREPARE CLASSIFIED MATERIALS FOR MAILING		5.50	71.9	72.0	70.8	71.8	5.32
F 222 REVIEW MATERIALS FOR DOWNGRADING OR DECLASSIFICATION		5.44	40.6	46.0	52.1	41.0	5.89
F 195 OPERATE VIDEO PROCESSING EQUIPMENT		4.56	25.0	36.0	43.8	35.9	6.19
F 180 GATHER PHOTO AND NEGATIVES		4.12	71.9	74.0	70.8	74.4	2.96
P 533 INSPECT MICROFILM TO INSURE INFORMATION IS RETRIEVABLE		3.69	46.9	46.0	47.9	59.0	4.36
F 187 MAINTAIN PHOTO AND NEGATIVES FILES		3.56	75.0	66.0	68.8	69.2	3.43
C 98 WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS		3.25	18.8	28.0	29.2	33.3	6.81
F 181 INITIATE WORK ORDERS FOR PHOTOGRAPHIC SUPPORT		3.19	71.9	72.0	75.0	69.2	2.76
O 524 WRITE CRITIQUES OF SUBORDINATE UNIT HISTORIES		3.19	12.5	16.0	18.8	17.9	6.73
A 16 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH LOCAL, HOST COUNTRY, OR AIR FORCE POLICY		2.87	18.8	16.0	20.8	20.5	5.84
F 204 PREPARE BRIEFINGS		2.69	37.5	34.0	39.6	30.8	6.00
G 243 RESEARCH FILES OR LIBRARIES FOR INFORMATIONAL MATERIALS		2.69	75.0	73.0	64.6	61.5	4.74
G 257 WRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS		2.69	62.5	66.0	62.5	64.1	5.47
D 102 CONDUCT OJT		2.50	18.8	18.0	14.6	12.8	5.97
D 121 PLAN OJT		2.44	9.4	10.0	8.3	7.7	5.90
A 21 PLAN BRIEFINGS		2.37	28.1	30.0	29.2	23.1	5.55
D 119 IMPLEMENT OJT PROGRAMS		2.37	9.4	12.0	4.2	5.1	5.65
A 4 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES		2.25	37.5	34.0	35.4	35.9	5.21
B 46 INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES		2.19	31.3	40.0	41.7	46.2	3.73
D 108 DETERMINE OJT TRAINING REQUIREMENTS		2.19	6.3	12.0	6.3	10.3	5.35
G 228 ADVISE PHOTOGRAPHERS ON PHOTO SELECTION OR PHOTO ARRANGEMENT		2.19	18.8	24.0	27.1	28.2	5.07
G 252 TRANSCRIBE TAPED INTERVIEWS		2.19	21.9	18.0	22.9	30.8	4.46
B 37 DIRECT UTILIZATION OF EQUIPMENT		2.12	15.6	18.0	12.5	7.7	4.76
G 253 USE COPY EDITING/PROOFREADING SYMBOLS		2.12	21.9	18.0	20.8	15.4	3.99
B 48 SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)		2.06	15.6	12.0	10.4	12.8	5.31
D 106 COUNSEL TRAINEES ON TRAINING PROGRESS		2.06	12.5	14.0	6.3	7.7	5.19
D 115 EVALUATE OJT TRAINEES		2.06	6.3	10.0	6.3	7.7	5.47
C 73 EVALUATE CROSS TRAINEE APPLICANTS		1.94	21.9	22.0	22.9	25.6	5.65
D 110 DEVELOP OR MAINTAIN TRAINING RECORDS, CHARTS, OR GRAPHS		1.94	18.8	20.0	16.7	15.4	5.04
A 11 ESTABLISH OR MAINTAIN PLANS, OPERATIONS ORDERS, OR ANNEXES		1.88	25.0	28.0	35.4	35.9	5.82
D 107 DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION		1.88	15.6	22.0	14.6	15.4	4.17
D 112 DIRECT OR IMPLEMENT OJT PROGRAMS		1.88	3.1	6.0	2.1	5.1	5.75
A 7 DEVELOP ORGANIZATIONAL CHARTS		1.81	15.6	24.0	29.2	33.3	3.96
C 65 EVALUATE SAFETY PROGRAMS		1.81	3.1	2.0	4.2	5.1	4.21
D 103 CONDUCT PROFICIENCY OR QUALIFICATION TRAINING		1.81	6.3	8.0	4.2	5.1	5.69
C 78 EVALUATE MAINTENANCE OR USE OF WORKSPACE, EQUIPMENT, OR SUPPLIES		1.75	9.4	12.0	10.4	12.8	5.07
D 117 EVALUATE PROGRESS OF STUDENTS		1.75	3.0	4.0	3.0	3.0	5.17
F 177 DOCUMENT INQUIRIES FROM INTERNAL OR EXTERNAL SOURCES OTHER THAN NEWS MEDIA		1.75	31.3	30.0	27.1	25.6	4.29
F 206 PREPARE DISPLAYS FOR MUSEUMS		1.75	15.6	12.0	10.4	7.7	5.99
C 68 EVALUATE ADMINISTRATIVE FORMS, FILES, OR PROCEDURES		1.69	18.8	20.0	16.7	15.4	4.88
C 76 EVALUATE INSPECTION REPORTS OR PROCEDURES		1.69	3.1	10.0	6.3	5.1	5.60

2 STD DEVIATIONS
ABOVE MEAN TNG EMPHASIS

1 STD DEVIATION ABOVE MEAN TNG EMPHASIS

"ABOVE AVERAGE" IN TRAINING EMPHASIS

"VERY HIGH" IN
TRAINING EMPHASIS

"HIGH" IN
TRAINING EMPHASIS

D TSK	TITLES	YNG EMP #D#	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-S DIF (F)	TSK
E 134	WATNYAIN AIR FORCE PUBLICATION INDEXES	1.60	15.6	12.0	12.5	17.9	4.13
E 163	PREPARE REQUESTS FOR EXPENDITURE OF FUNDS, SUCH AS PRINTING OR SUPPLY FUNDS	1.69	12.5	10.0	10.4	12.8	5.78
F 193	OPERATE SLIDE PROJECTORS	1.69	21.9	24.0	22.9	17.9	2.89
G 255	WRITE FACT SHEETS	1.60	21.9	18.0	22.9	17.9	5.45
G 264	WRITE REPORTS ON PUBLIC AFFAIRS ACTIVITIES FOR HISTORICAL PURPOSES	1.69	15.6	14.0	14.6	20.5	5.49
C 63	CONDUCT STAFF ASSISTANCE VISITS	1.62	3.1	6.0	8.3	10.3	6.09
B 59	SUPERVISE RADIO AND TV BROADCASTING TECHNICIANS (AFSC 79171)	1.56	3.1	2.0	.0	2.6	5.65
D 118	EVALUATE TRAINING METHODS OR TECHNIQUES	1.56	6.3	10.0	2.1	5.1	5.95
F 167	ASSEMBLE SLIDES FOR TAPE OR SLIDE PRESENTATIONS	1.56	18.8	22.0	20.8	15.4	4.49
F 223	SCHEDULE BRIEFINGS	1.50	18.8	18.0	14.6	12.8	3.83
C 96	WRITE APP	1.44	6.3	12.0	6.3	10.3	6.15
A 3	COORDINATE PROTOCOL ACTIVITIES	1.44	.0	.0	2.1	5.1	5.94
A 12	ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	1.44	9.4	10.0	6.3	10.3	5.73
B 41	IMPLEMENT SAFETY PROGRAMS	1.44	15.6	18.0	18.8	25.6	4.01
C 80	EVALUATE PROCEDURES FOR STORAGE, INVENTORY, OR INSPECTION OF PROPERTY ITEMS	1.44	6.3	10.0	10.4	12.8	4.22
C 90	EVALUATE WORK SCHEDULES	1.44	12.5	10.0	6.3	7.7	4.89
N 468	OPERATE STILL CAMERAS	1.44	21.9	28.0	27.1	17.9	4.91
A 2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	1.37	6.3	6.0	2.1	2.6	2.23
A 27	REVIEW PLANS	1.37	21.9	22.0	22.9	15.4	4.63
F 190	OPERATE AUDIOVISUAL EQUIPMENT	1.37	21.9	26.0	27.1	20.5	3.62
G 262	WRITE PHOTO OUTLINES	1.37	9.4	12.0	10.4	10.3	4.61
C 72	EVALUATE COMPLIANCE WITH PERFORMANCE STANDARDS	1.37	9.4	16.0	6.3	10.3	5.88
A 23	PLAN SAFETY PROGRAMS	1.25	12.5	10.0	10.4	12.8	4.83
A 30	WRITE PLANS OR ANNEXES	1.25	9.4	10.0	14.6	12.8	6.46
B 53	SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	3.1	6.0	.0	.0	5.00
F 168	CATALOG AND LABEL AUDIOVISUAL MATERIALS	1.25	18.8	12.0	14.6	20.5	3.83
F 174	COORDINATE PRODUCTION OF ART WORK OTHER THAN PHOTOS WITH GRAPHICS SHOPS	1.25	12.5	16.0	16.7	17.9	4.19
F 194	OPERATE VIDEO DISPLAY TERMINALS (VDT)	1.25	3.1	2.0	4.2	2.6	4.76
F 220	RESPOND TO INQUIRIES FROM SOURCES OTHER THAN NEWS MEDIA	1.25	62.5	66.0	60.4	56.4	5.20
A 17	ESTABLISH PROCEDURES FOR SPECIAL EVENTS, SUCH AS OPEN HOUSES	1.19	3.1	4.0	4.2	5.1	6.60
C 71	EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	1.19	6.3	10.0	4.2	12.8	7.10
F 208	PREPARE PRESENTATION VISUALS	1.19	3.1	4.0	2.1	5.1	4.89
C 62	CONDUCT JOB APPLICANT INTERVIEWS	1.12	18.8	18.0	14.6	17.9	5.59
F 219	RESPOND TO DISASTER SITUATIONS OR DISASTER PREPAREDNESS EXERCISES	1.12	25.0	24.0	27.1	25.6	5.88
G 259	WRITE MAGAZINE STORIES	1.12	.0	2.0	4.2	5.1	6.17
B 45	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	1.06	15.6	16.0	10.4	7.7	5.50
C 81	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, OP DISSEMINATING INFORMATION MATERIALS	1.06	9.4	16.0	8.3	10.3	5.12
D 122	PROCURE TRAINING AIDS, SPACE, OR EQUIPMENT	1.06	12.5	8.0	6.3	7.7	4.56
E 139	MAINTAIN FILES OF PAST EDITIONS OF BASE NEWSPAPERS	1.06	21.9	20.0	25.0	28.2	2.28
F 189	MAINTAIN UNIT OR MAJOR COMMAND (MAJCOM) DISPLAYS	1.06	3.1	4.0	4.2	7.7	4.46

AVERAGE IN TRAINING EMPHASIS RATINGS

ABOVE AVERAGE IN TRAINING EMPHASIS

D TSK	TITLES	TNO EMP +0*	1-2 4 (M)	1-4 8 (M)	7-9 52 (M)	E-5 (M)	TSK DIF (F)
M 470	PERFORM OPERATIONAL CHECKS OF STILL CAMERA EQUIPMENT OR ACCESSORIES	1.06	9.4	14.0	10.4	2.6	4.41
A 26	PREPARE UNIT EMERGENCY PLANS	1.00	6.3	6.0	10.4	12.8	5.82
C 88	EVALUATE UNIT EMERGENCY PLANS	1.00	6.3	4.0	4.2	7.7	5.29
D 114	ESTABLISH STUDY REFERENCE FILES	1.00	6.3	4.0	4.2	2.6	4.69
E 149	MAKE ENTRIES ON DD FORMS 2266 (INFORMATION FOR HOMETOWN NEWS RELEASE)	1.00	3.1	2.0	2.1	2.6	3.13
F 179	GATHER COLOR SLIDES	1.00	34.4	26.0	27.1	25.6	3.13
F 197	PERFORM QUALITY CONTROL AT PRINTING PLANTS	1.00	.0	.0	.0	.0	5.36
G 247	REWRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS	1.00	21.9	16.0	12.5	15.4	5.42
C 77	EVALUATE JOB DESCRIPTIONS	.94	3.1	2.0	.0	2.6	5.23
F 184	MAINTAIN COLOR SLIDES FILES	.94	25.0	16.0	16.7	17.9	3.50
G 256	WRITE FEATURES	.94	21.9	20.0	18.8	17.9	6.11
G 266	WRITE SPECIAL COLUMNS OR EDITORIALS	.94	6.3	8.0	8.3	5.1	6.32
H 278	DEVELOP INFORMATION MATERIALS FOR PUBLICATIONS, SUCH AS FACT SHEETS, SPEECHES, OR BIOGRAPHIES	.94	9.4	8.0	8.3	10.3	5.83
M 424	LOAD OR UNLOAD 16MM FILM PROJECTORS	.94	3.1	4.0	2.1	2.6	3.09
F 185	MAINTAIN MUSEUMS	.88	3.1	4.0	2.1	5.1	6.95
A 28	SCHEDULE LEAVES OR PASSES	.81	21.9	22.0	16.7	12.8	3.26
B 38	DRAFT DIRECTIVES OR SUPPLEMENTS TO EXISTING DIRECTIVES OTHER THAN OI OR SOP	.81	3.1	4.0	10.4	7.7	6.26
D 113	DIRECT OR IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	.81	3.1	2.0	2.1	5.1	5.52
E 159	PREPARE AND SUBMIT WORKLOAD FACTOR REPORTS	.81	.0	.0	.0	2.6	5.99
F 171	CONDUCT IN-HOUSE ORGANIZATIONAL TOURS	.81	6.3	8.0	10.4	7.7	4.30
A 22	PLAN LAYOUT OF FACILITIES	.75	9.4	6.0	6.3	7.7	5.61
B 32	COUNSEL PERSONNEL ON PERSONAL OR MILITARY RELATED PROBLEMS	.75	15.6	16.0	10.4	5.1	5.99
B 40	IMPLEMENT COST-REDUCTION PROGRAMS, SUCH AS FRAUD, WASTE, AND ABUSE	.75	6.3	8.0	8.3	10.3	4.51
C 87	EVALUATE SUGGESTIONS	.75	6.3	8.0	6.3	10.3	4.79
C 92	PREPARE MISHAP OR INCIDENT REPORTS	.75	.0	2.0	2.1	.0	5.07
D 120	IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	.75	9.4	8.0	6.3	7.7	5.36
E 140	MAINTAIN INTERNAL INFORMATION FILES	.75	12.5	20.0	20.8	20.5	3.72
F 198	PERFORM QUALITY CONTROL ON TAPE OR SLIDE PRESENTATIONS	.75	.0	.0	.0	.0	4.85
F 214	REQUEST CLEARANCE OF COPYRIGHT MATERIALS	.75	.0	.0	4.2	2.6	4.28
G 265	WRITE SCRIPTS FOR TAPE OR SLIDE PRESENTATIONS	.75	9.4	6.0	8.3	7.7	4.11
C 97	WRITE CIVILIAN PERFORMANCE RATINGS OR SUPERVISORY APPRAISALS	.69	.0	.0	.0	.0	6.21
E 146	MAINTAIN UNIT ROSTERS OF ADDITIONAL DUTY PUBLIC AFFAIRS REPRESENTATIVES	.69	.0	.0	.0	.0	2.89
F 182	INSPECT CONDITION OF FILMS	.69	9.4	8.0	10.4	10.3	3.16
F 209	PREPARE VISUALS FOR PUBLICATION	.69	.0	.0	4.2	5.1	5.11
G 246	REWRITE COPY TO UPDATE ARTICLES	.69	.0	.0	.0	.0	5.05
M 473	PERFORM PREVENTIVE MAINTENANCE ON STILL CAMERAS OR ACCESSORIES	.69	3.1	4.0	2.1	2.6	4.68
A 9	DRAFT BUDGET OR FINANCIAL REQUIREMENTS	.63	12.5	12.0	10.4	25.6	7.58
A 14	ESTABLISH PROCEDURES FOR LIAISON WITH UNIT PUBLIC AFFAIRS REPRESENTATIVES (UPAR)	.63	3.1	2.0	.0	2.6	4.80
A 29	WRITE JOB DESCRIPTIONS	.63	3.1	2.0	8.3	7.7	4.98

D TSM	TITLES	ING	EMP	ODA	1-2	1-4	701	E-5	TSM
					(M)	(M)	(M)	(M)	(F)
F 192	OPERATE PUBLIC ADDRESS SYSTEMS	.63			3.1	2.0	6.3	5.1	3.44
G 260	WRITE NEWS STORIES	.63			12.5	10.0	8.3	5.1	5.69
H 273	ASSIST WITH AND PROVIDE INFO MATERIALS FOR INDIVIDUALIZED NEWCOMER TREATMENT AND ORIENTATION (INTRO) PROGRAM	.63			18.8	14.0	6.3	5.1	3.73
Y 323	SELECT AIR FORCE VIDEO MATERIALS FOR RELEASE TO CIVILIANS OTHER THAN NEWS MEDIA PERSONNEL	.63			.0	.0	2.1	2.6	4.85
M 423	LOAD OR UNLOAD SLIDES INTO OR FROM SLIDE DRUMS	.63			3.1	4.0	2.1	2.6	2.50
M 442	PERFORM OPERATOR MAINTENANCE ON 16MM FILM PROJECTORS	.63			3.1	4.0	.0	2.6	4.59
M 443	PERFORM OPERATOR MAINTENANCE ON 35MM SLIDE PROJECTORS	.63			.0	2.0	.0	.0	4.45
N 460	CHANGE CAMERA LENSES	.63			12.5	18.0	18.8	12.8	3.41
N 464	MOUNT CAMERAS ON TRIPODS, SHOULDER PODS, BODY BRACES, OR PISTOL GRIPS	.63			3.1	4.0	4.2	.0	3.39
N 466	OPERATE ELECTRONIC FLASH SYSTEMS	.63			9.4	12.0	12.5	10.3	4.31
N 469	OPERATE VARIABLE FOCAL LENGTH (200M) LENSES	.63			12.5	16.0	16.7	10.3	4.68
B 47	MANAGE PUBLIC AFFAIRS ACTIVITIES	.56			.0	.0	.0	.0	6.46
B 51	SUPERVISE BASE NEWSPAPER OR GUIDE PROGRAMS	.56			.0	.0	.0	.0	6.05
B 52	SUPERVISE CIVILIAN PERSONNEL	.56			6.3	4.0	4.2	2.6	5.93
F 199	PLAN BOOK LAYOUTS	.56			9.4	10.0	12.5	12.8	6.33
G 254	WRITE BIOGRAPHIES OF AIR FORCE PERSONNEL OR OTHER DIGNITARIES	.56			9.4	6.0	4.2	7.7	5.34
H 291	PROOFREAD COPY	.56			28.1	30.0	29.2	20.5	5.10
I 311	PARTICIPATE IN BASE COMMUNITY COUNCIL MEETINGS	.56			3.1	2.0	.0	2.6	3.93
I 314	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COMMUNITIES UNDER THE DEFENSE COMMUNITY SERVICE PROGRAM	.56			.0	.0	.0	.0	6.15
A 1	ASSIGN PERSONNEL TO DUTY POSITIONS	.50			.0	2.0	.0	.0	4.03
D 116	EVALUATE OJT TRAINERS	.50			.0	.0	.0	.0	5.56
N 457	ARRANGE TRANSPORTATION OF BASE PHOTOGRAPHERS OR ELECTRONIC FIELD PRODUCTION (EFP) OPERATORS OR EQUIPMENT	.50			6.3	6.0	12.5	7.7	3.71
D 100	ASSIGN ON-THE-JOB TRAINING (OJT) TRAINERS	.44			.0	.0	.0	.0	4.29
D 123	REVIEW CURRICULUM CHANGES FOR TRAINING COURSES	.44			.0	.0	.0	.0	5.38
E 161	PREPARE REPORTS ON USE OF AUDIO MATERIALS	.44			.0	.0	.0	.0	4.74
F 172	COORDINATE ACTIVITIES AND STORIES INTERNALLY	.44			18.8	12.0	8.3	12.8	4.49
C 69	EVALUATE ALERT OR EMERGENCY PROCEDURES	.38			.0	.0	.0	2.6	5.68
C 75	EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	.38			3.1	6.0	2.1	5.1	6.22
D 109	DETERMINE RESIDENT COURSE TRAINING REQUIREMENTS	.38			.0	.0	.0	.0	5.70
D 126	WRITE TRAINING REPORTS	.38			3.1	2.0	.0	2.6	5.28
E 130	COMPLETE MONTHLY STATION ACTIVITY	.38			6.3	4.0	6.3	2.6	5.58
I 302	COORDINATE REPLIES TO CIVILIAN INQUIRIES WITH APPROPRIATE AGENCIES	.38			18.8	14.0	18.8	12.8	4.98
B 44	INITIATE PERSONNEL ACTION REQUESTS	.31			6.3	12.0	6.3	7.7	4.53
E 135	MAINTAIN COMMUNITY RELATIONS FILES	.31			.0	.0	.0	.0	4.40
E 145	MAINTAIN RADIO OR TV BROADCASTINGS RELATED FILES	.31			.0	.0	.0	.0	4.39
F 196	PACK OR UNPACK REMOTE EQUIPMENT	.31			.0	.0	.0	.0	3.34
G 251	TAKE NOTES AT MEETINGS OR ON-SCENE EVENTS FOR PUBLIC AFFAIRS USE	.31			3.1	4.0	6.3	5.1	4.32
G 267	WRITE SPEECHES	.31			.0	2.0	2.1	.0	7.12
I 304	COORDINATE USE OF AIR FORCE EQUIPMENT OR EXHIBITS IN COMMUNITY EVENTS	.31			9.4	8.0	4.2	2.6	5.40

D YSM	TITLES	TNG EMP *0*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-5 (M)	TSK DIF (F)
I 312	PARTICIPATE IN BASE COMMUNITY COUNCIL SPONSORED EVENTS	.31	3.1	2.0	.0	2.6	4.03
I 313	PARTICIPATE IN PLANNING OPEN HOUSE ACTIVITIES	.31	6.3	6.0	4.2	2.6	5.66
I 318	PREPARE PROMOTIONAL MATERIAL ON MILITARY EVENTS OF INTEREST TO AREA COMMUNITIES	.31	.0	2.0	2.1	.0	5.30
J 334	COORDINATE REPLIES TO NEWS MEDIA INQUIRIES	.31	3.1	2.0	2.1	.0	5.63
M 400	ADAPT COPY OR SCRIPT FOR VIDEO PRESENTATIONS	.31	.0	.0	2.1	.0	5.89
M 418	EDIT OR SPLICE VIDEO MATERIALS	.31	.0	.0	2.1	.0	5.19
M 434	OPERATE VIDEO TAPE RECORDERS OR PLAYBACK UNITS	.31	.0	2.0	4.2	2.6	4.41
M 445	PERFORM PREOPERATIONAL CHECKS ON VIDEO CASSETTE MACHINES	.31	.0	.0	2.1	.0	4.51
M 456	WRITE VIDEO TAPE SYNOPSIS	.31	.0	.0	.0	.0	4.54
N 467	OPERATE EXPOSURE METERS	.31	6.3	8.0	8.3	5.1	4.48
N 475	REVIEW STOCK FILMS, VIDEOTAPES, OR SOUND TRACKS	.31	.0	.0	.0	.0	3.89
O 490	MICROFILM HISTORICAL MATERIALS	.31	.0	.0	.0	.0	4.59
B 31	CONDUCT STAFF MEETINGS	.25	3.1	6.0	2.1	.0	4.33
F 183	MAINTAIN AIR FORCE ART COLLECTION	.25	.0	.0	.0	.0	4.00
M 286	PREPARE BULLETIN BOARDS OR SIGN BOARDS	.25	3.1	4.0	4.2	2.6	3.60
I 306	MAINTAIN BACKGROUND FILES ON COMMUNITY GROUPS OR INDIVIDUALS	.25	.0	2.0	4.2	2.6	4.58
J 352	RESPOND TO NEWS MEDIA INQUIRIES	.25	3.1	2.0	4.2	2.6	5.69
K 358	CLEAN FILM, RECORD, OR VIDEOTAPE	.25	.0	.0	.0	.0	3.56
K 368	MAINTAIN RECORDS OF USE OF LIBRARY MATERIAL	.25	3.1	2.0	.0	2.6	3.89
L 375	CLEAN AUDIO RECORDING OR PLAYBACK HEADS	.25	3.1	4.0	4.2	2.6	3.15
L 383	EDIT OR SPLICE AUDIO TAPES	.25	.0	.0	.0	.0	4.35
B 43	IMPLEMENT SUGGESTION PROGRAMS	.19	6.3	6.0	2.1	7.7	3.99
F 202	PLAN TOURS	.19	.0	2.0	4.2	2.6	4.61
F 213	READ CITATIONS FOR AWARD OR RETIREMENT CEREMONIES	.19	.0	4.0	6.3	2.6	2.92
D 99	ADMINISTER TESTS	.13	.0	.0	.0	.0	3.87
I 300	CONDUCT BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS	.13	3.1	2.0	4.2	2.6	4.84
M 461	CLEAN CAMERAS OR ACCESSORIES	.13	9.4	18.0	14.6	12.8	4.08
N 462	COMPUTE DEPTH OF FIELD OR HYPERFOCAL DISTANCES	.13	6.3	8.0	6.3	7.7	4.83
B 54	SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	6.3	4.0	2.1	2.6	4.76
C 70	EVALUATE ARMED FORCES RADIO AND TELEVISION (AFRT) STATION OPERATIONS OR MAINTENANCE	.06	3.1	2.0	.0	2.6	6.50
C 95	SELECT INDIVIDUALS FOR SPECIALIZED TRAINING	.06	.0	.0	.0	.0	5.14
D 111	DEVELOP RESIDENT COURSE OR CAREER DEVELOPMENT COURSE (CDC) CURRICULUM MATERIALS	.06	3.1	2.0	.0	2.6	7.34
D 124	SCORE TESTS	.06	.0	.0	.0	.0	3.10
D 125	WRITE TEST QUESTIONS	.06	.0	.0	.0	.0	6.06
A 13	ESTABLISH PROCEDURES FOR COLLECTING AND EVALUATING NEWS AND FEATURE ITEMS	.00	6.3	4.0	4.2	5.1	5.02
A 18	ESTABLISH PROGRAMMING GUIDELINES FOR RADIO OR TELEVISION BROADCASTS	.00	.0	.0	.0	.0	6.09
B 35	DIRECT NEWSPAPER MAKEUP AT PRINTING PLANTS	.00	3.1	2.0	.0	2.6	5.61
B 36	DIRECT OR SUPERVISE RADIO OR TELEVISION OPERATION ACTIVITIES	.00	3.1	2.0	.0	2.6	7.02
B 49	SUPERVISE APPRENTICE PUBLIC AFFAIRS SPECIALISTS (AFSC 79130)	.00	.0	.0	.0	.0	5.79

D TSM TITLES

TNG	EMP	4	1-2	1-4	791	E-5	TSM
00	00	(M)	(M)	(M)	52	(M)	(F)
B 50 SUPERVISE APPRENTICE RADIO AND TELEVISION (TV)	00	00	00	00	00	00	5.97
BROADCASTING SPECIALISTS (AFSC 79131)							
B 55 SUPERVISE PUBLIC AFFAIRS SPECIALISTS (AFSC 79150)	00	00	00	00	00	00	5.54
B 56 SUPERVISE PUBLIC AFFAIRS SUPERINTENDENT (AFSC 79199)	00	3.1	2.0	00	00	00	4.61
B 57 SUPERVISE PUBLIC AFFAIRS TECHNICIANS (AFSC 79170)	00	00	00	00	00	00	5.42
B 58 SUPERVISE RADIO AND TV BROADCASTING SPECIALISTS (AFSC 79151)	00	00	00	00	00	00	5.99
C 65 CRITIQUE NEWSPAPERS, MAGAZINES, OR NEWS RELEASES	00	00	00	00	00	2.6	5.93
C 66 ENDORSE CIVILIAN PERFORMANCE REPORTS	00	00	00	00	00	00	5.40
C 67 EVALUATE AD-TO-COPY RATIOS	00	00	00	00	00	00	4.31
C 79 EVALUATE NEWSPAPER DISTRIBUTION PROCEDURES	00	3.1	2.0	00	00	2.6	3.82
C 83 EVALUATE PUBLIC AFFAIRS PRODUCTS FOR AWARDS	00	3.1	2.0	00	00	2.6	5.87
C 84 EVALUATE PUBLISHER PERFORMANCE	00	3.1	2.0	00	00	2.6	5.64
C 91 INDOOR AIRMAN PERFORMANCE REPORTS (APR)	00	00	00	00	00	00	5.21
D 101 ASSIGN RESIDENT COURSE INSTRUCTORS	00	00	00	00	00	00	4.62
D 104 CONDUCT RESIDENT COURSE CLASSROOM TRAINING	00	00	00	00	00	00	6.30
D 105 CONDUCT TRAINING CONFERENCES	00	00	00	2.0	00	00	6.18
E 127 ANNOTATE AND SUBMIT AFRTS FORMS 60 (RADIO PROGRAM INDEX)	00	00	00	00	00	00	4.49
E 128 ANNOTATE AND SUBMIT DD FORMS 2137 (AFRTS OUTLET/NETWORK REGISTRATION)	00	00	00	00	00	00	6.07
E 131 COMPLETE PUBLIC AFFAIRS PERSONNEL DIRECTORIES	00	00	00	00	00	00	3.84
E 133 MAINTAIN AFRTS FORMS 60 (RADIO PROGRAM INDEX)	00	00	00	00	00	00	4.04
E 137 MAINTAIN DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	00	00	00	00	00	00	3.45
E 141 MAINTAIN LOGS, SUCH AS HOMETOWN NEWS RELEASES, BASE TOURS, NEWSPAPER, OR PRODUCTION LOGS	00	3.1	4.0	00	4.2	00	3.11
E 142 MAINTAIN MEDIA RELATIONS FILES	00	00	00	00	00	00	3.79
E 143 MAINTAIN PROGRAM BULLETINS	00	6.3	4.0	00	4.2	5.1	2.31
E 150 PREPARE AND SUBMIT INPUT FOR MONTHLY STATION ACTIVITY REPORTS	00	00	00	00	00	00	5.43
E 164 REVIEW OR SUBMIT DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	00	3.1	2.0	00	2.1	2.6	3.69
F 165 ANALYZE AUDIENCE OR READERSHIP SURVEYS	00	3.1	2.0	00	00	2.6	6.25
F 169 COMPILE DATA FOR PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	00	00	00	00	00	00	4.48
F 170 CONDUCT AUDIENCE SURVEYS	00	00	00	00	00	00	6.15
F 178 DRAFT PUBLISHER CONTRACTS OR AGREEMENTS	00	00	00	00	00	00	6.66
F 186 MAINTAIN OR DISTRIBUTE LITHOGRAPH SERIES	00	00	00	00	00	00	3.03
F 188 MAINTAIN PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	00	3.1	2.0	00	2.1	2.6	3.55
F 191 OPERATE PORTABLE ELECTRICAL GENERATORS	00	00	00	00	00	00	3.93
F 200 PLAN MAGAZINE LAYOUTS	00	00	00	00	00	00	6.39
F 201 PLAN NEWSPAPER LAYOUTS	00	3.1	2.0	00	00	00	6.28
F 203 PREPARE AUDIENCE OR READERSHIP SURVEYS	00	3.1	2.0	00	00	00	6.41
F 207 PREPARE OR MAINTAIN A DISASTER RESPONSE KITS FOR ON-SCENE, NEWS MEDIA CENTERS OR COMMAND POSTS	00	00	00	00	00	00	5.48
F 210 PREPLAN AUDIOVISUAL MISSION REQUIREMENTS	00	00	2.0	00	00	00	5.42
F 211 PUBLICIZE DV VISITS OR SIGNIFICANT EVENTS INVOLVING BASE PERSONNEL, SUCH AS NOTICES POSTED ON MARQUES	00	00	00	00	00	00	4.15
F 212 READ AND DETERMINE SCRIPT REQUIREMENTS	00	00	00	00	00	00	5.52
F 215 REQUEST CLEARANCES FOR PERSONNEL TO APPEAR ON RADIO, TELEVISION, OR IN MOTION PICTURE PRODUCTIONS	00	00	00	00	00	00	4.17

D TSK	TITLES	TNG EMP *D*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-5 (M)	TSK DIF (F)
F 216	REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED OR APPEARING IN PRODUCTIONS	.00	.0	2.0	2.1	2.6	3.69
F 221	RESPOND TO SONIC BOOM OR NOISE COMPLAINTS	.00	.0	.0	2.1	2.6	5.19
F 226	WRITE INTERVIEW QUESTIONS FOR AUDIO, VIDEO PROGRAMS, OR PRINT MEDIA	.00	6.3	4.0	6.3	5.1	5.37
G 230	CHECK STYLE CORRECTNESS USING ASSOCIATED PRESS STYLEBOOK AND LYBEL MANUAL	.00	3.1	2.0	2.1	5.1	4.84
G 231	DETERMINE USE OF PUBLIC AFFAIRS MATERIALS	.00	6.3	6.0	4.2	2.6	5.10
G 232	EDIT HEADLINES	.00	.0	.0	.0	.0	5.01
G 233	EDIT MAGAZINE COPY	.00	.0	.0	.0	.0	5.58
G 234	EDIT MEDIA RELEASES	.00	.0	.0	.0	.0	5.40
G 235	EDIT NEWSPAPER COPY	.00	.0	.0	.0	.0	5.46
G 236	EDIT RADIO SCRIPTS	.00	.0	.0	.0	.0	5.31
G 237	EDIT SPEECHES	.00	.0	.0	.0	.0	5.82
G 238	EDIT TELEVISION SCRIPTS	.00	.0	.0	.0	.0	5.61
G 239	ESTABLISH PROCEDURES FOR COLLECTING NEWS MATERIALS, SUCH AS STRINGERS OR ASSIGNED BEATS	.00	3.1	2.0	2.1	.0	5.25
G 240	GHOST-WRITE EDITORIALS	.00	.0	.0	2.1	.0	6.26
G 241	GHOST-WRITE SPEECHES	.00	.0	.0	2.1	5.1	6.93
G 242	LOCALIZE NEWS SERVICE MATERIALS	.00	.0	.0	.0	.0	4.39
G 244	REVIEW SCRIPTS, SPEECHES, OR PA MATERIALS FOR SECURITY, SENSITIVITY, POLICY, PROPRIETY, EDITORIALIZING, OR LIBEL	.00	.0	.0	.0	.0	6.24
G 245	REWRITE COPY TO COMBINE STORIES OR CHANGE STORY EMPHASIS	.00	3.1	2.0	2.1	.0	5.44
G 248	SELECT AND CROP PHOTOS FOR STORIES	.00	12.5	8.0	8.3	12.8	4.70
G 249	SELECT AND CROP PHOTOS FOR TELEVISION	.00	.0	.0	.0	.0	5.10
G 250	SELECT SLIDES FOR TELEVISION	.00	.0	.0	.0	.0	4.53
G 258	WRITE HEADLINES	.00	.0	.0	.0	.0	4.88
G 261	WRITE NEWS SUMMARIES	.00	.0	.0	.0	.0	5.32
G 263	WRITE RADIO SCRIPTS	.00	.0	.0	.0	.0	5.80
G 268	WRITE SPORTS STORIES	.00	3.1	2.0	2.1	2.6	5.22
G 269	WRITE TELEVISION SCRIPTS	.00	.0	.0	.0	.0	6.37
H 270	ADMINISTER COMMANDER'S STRAIGHT-TALK LINES	.00	.0	.0	.0	.0	5.13
H 271	ADMINISTER COMMANDER'S TELEPHONE ACTION LINES	.00	.0	.0	.0	.0	4.94
H 272	ARRANGE FOR OR DELIVER NEWSPAPERS TO LOCAL DISTRIBUTION POINTS	.00	.0	.0	.0	.0	3.31
H 274	COORDINATE PRINTING OPERATIONS, INCLUDING ADVERTISEMENT PLACEMENTS AND COPY FLOW	.00	.0	.0	.0	.0	5.32
H 275	DELIVER NEWSPAPER COPY TO PRINTERS	.00	.0	.0	.0	.0	2.28
H 276	DESIGN BASE GUIDE LAYOUTS	.00	.0	.0	.0	.0	6.19
H 277	DESIGN NEWSPAPER LAYOUTS	.00	.0	.0	.0	.0	6.27
H 279	DISPLAY PUBLIC AFFAIRS MATERIALS IN HIGH TRAFFIC AREAS	.00	.0	.0	.0	.0	3.59
H 280	DISTRIBUTE COMMANDER'S CALL TOPICS	.00	.0	.0	.0	.0	3.12
H 281	DRAFT CONTRACTS OR AGREEMENTS FOR PRINTING	.00	.0	.0	.0	.0	6.79
H 282	MARK INSTRUCTIONS, SUCH AS TYPE SIZE OR COLUMN WIDTH, ON COPY OR PHOTOS	.00	3.1	4.0	4.2	2.6	4.37
H 283	MONITOR DISTRIBUTION PROCEDURES FOR PUBLIC AFFAIRS PRODUCT, SUCH AS THE AIRMAN MAGAZINE, POLICY LETTERS, OR LITHOGRAPH	.00	.0	.0	.0	.0	3.61
H 284	MONITOR FAMILY CORRESPONDENCE PROGRAM	.00	.0	.0	.0	.0	3.61
H 285	MONITOR SQUADRON OPEN HOUSE PROGRAMS	.00	9.4	6.0	6.3	5.1	3.76

D	TSK	TITLE	TMG EMP *D*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-5 (M)	TSK DIF (F)
H 287		PREPARE COMMANDER'S CALL TOPICS	.00	.0	.0	.0	.0	4.75
H 288		PREPARE CRITIQUES OF UNIT NEWSPAPER OR MAGAZINES	.00	.0	.0	.0	.0	5.96
H 289		PREPARE PAGE DUMMIES	.00	.0	.0	.0	.0	5.53
H 290		PREPARE TEMPORARY NEWS SHEETS FOR SPECIAL EVENTS	.00	.0	.0	.0	.0	5.30
H 292		RESPOND TO RUMOR CONTROL SITUATIONS	.00	.0	.0	.0	.0	5.47
H 293		REVIEW BASE GUIDE LAYOUTS	.00	6.3	4.0	4.2	5.1	5.57
H 294		REVIEW COMMANDERS' CALLS FOR REQUIRED ACTIVITIES	.00	.0	.0	.0	.0	4.35
H 295		REVIEW NEWSPAPER LAYOUTS	.00	.0	.0	.0	.0	5.33
H 296		REVIEW OR SELECT NEWS SERVICE MATERIAL AND OTHER STORY INPUTS FOR PUBLICATIONS	.00	3.1	2.0	.0	2.6	4.86
H 297		SELECT MATERIALS FOR PUBLICATION	.00	6.3	6.0	6.3	5.1	5.12
H 298		UPDATE NEWSPAPER DISTRIBUTION LISTS	.00	.0	.0	.0	.0	3.29
H 299		WRITE CRITIQUES ON UNIT COMMANDER'S CALL PRESENTATIONS	.00	.0	.0	.0	.0	4.51
I 301		COORDINATE PARTICIPATION OF BASE PERSONNEL IN COMMUNITY ACTIVITIES	.00	.0	.0	.0	.0	5.61
I 303		COORDINATE TOURS WITH BASE OR COMMUNITY AGENCIES	.00	.0	4.0	6.3	2.6	4.90
I 305		INITIATE OR EVALUATE FLYOVER OR AERIAL DEMONSTRATION REQUESTS	.00	.0	.0	2.1	2.6	5.79
I 307		MAINTAIN SPEAKER BUREAU FILES	.00	.0	.0	.0	.0	4.53
I 308		MAKE ARRANGEMENTS FOR LUNCHEONS OR ON-BASE MEETING FOR CIVILIAN GROUPS	.00	.0	.0	.0	.0	5.07
I 309		MAKE ENTRIES IN SPEAKER OR BRIEFING LOGS	.00	.0	.0	.0	.0	2.95
I 310		MAKE ENTRIES ON BASE TOUR LOGS	.00	.0	.0	.0	.0	2.91
I 315		PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COM- MUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT NOISE	.00	.0	.0	.0	.0	6.87
I 316		PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COM- MUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT MISHAPS	.00	.0	.0	.0	.0	7.35
I 317		PLAN BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS	.00	.0	.0	2.1	2.6	5.48
I 319		PREPARE REQUESTS FOR MILITARY ORIENTATION FLIGHTS OF DISTIN- GUISHED PERSONS, ROTC CADETS, OR CIVIL AIR PATROL CADETS	.00	.0	.0	.0	.0	5.50
I 320		PROVIDE MATERIALS FOR SPEAKER ENGAGEMENTS, SUCH AS ORGANIZATION BACKGROUND MATERIALS OR VISUAL AIDS	.00	6.3	10.0	6.3	7.7	4.60
I 321		RESPOND TO REQUESTS FOR BASE TOURS	.00	.0	.0	2.1	2.6	3.94
I 322		RESPOND TO REQUESTS FOR SPEAKERS	.00	3.1	2.0	.0	2.6	4.04
I 324		SET UP SPEAKER ENGAGEMENTS	.00	.0	.0	.0	.0	4.63
J 325		ARRANGE FOR NEWS MEDIA ORIENTATION FLIGHTS	.00	.0	.0	.0	.0	6.17
J 326		ARRANGE FOR NEWS MEDIA TOURS	.00	.0	.0	.0	.0	5.87
J 327		BRIEF AIR FORCE PERSONNEL PRIOR TO MEDIA INTERVIEWS ON NEWS MEDIA INTERESTS AND TECHNIQUES	.00	.0	.0	.0	.0	5.43
J 328		BRIEF COMMANDERS' PUBLIC REACTIONS TO AIR FORCE ACTIVITIES	.00	.0	.0	.0	.0	6.21
J 329		CONDUCT ACCIDENT AND SERIOUS INCIDENT BRIEFINGS	.00	.0	.0	.0	.0	5.47
J 330		CONDUCT HOMETOWN NEWS RELEASE PROGRAM	.00	.0	.0	.0	.0	4.25
J 331		COORDINATE ARRIVAL OF CIVILIAN PRESS AGENCY BY HELICOPTERS	.00	.0	.0	.0	.0	6.28
J 332		COORDINATE NEWS MEDIA INTERVIEWS	.00	.0	.0	.0	.0	5.93
J 333		COORDINATE PRESS CONFERENCES	.00	.0	.0	.0	.0	6.53
J 335		DEVELOP NATIONAL FEATURE STORY PROGRAM IDEAS AND SYNOPSIS	.00	.0	.0	.0	.0	6.10

D TSK	TITLES	TNR EMP *D*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-5 (M)	TSM DIF (F)
J 336	DOCUMENT INCLUSIVE TIMES AND AGENCIES INVOLVED IN ESCORT OF NEWS MEDIA REPRESENTATIVES	.00	.0	.0	.0	.0	4.82
J 337	DOCUMENT NEWS MEDIA INQUIRES	.00	.0	.0	.0	.0	4.08
J 338	DRAFT REPLIES TO NEWS MEDIA INQUIRES	.00	.0	.0	.0	.0	5.81
J 339	ESCORT NEWS MEDIA REPRESENTATIVES	.00	3.1	2.0	2.1	2.6	4.71
J 340	FORWARD PROMOTIONAL MATERIAL ON MILITARY EVENTS TO MEDIA OUTLETS	.00	.0	.0	.0	.0	3.96
J 341	MAINTAIN NEWS MEDIA DISTRIBUTION LISTS	.00	.0	.0	.0	.0	3.37
J 342	MAKE ENTRIES IN THE HOMETOWN NEWS RELEASE LOGS	.00	.0	.0	.0	.0	2.52
J 343	MAKE ENTRIES IN THE MEDIA NEWS RELEASE LOGS	.00	.0	.0	.0	.0	2.65
J 344	PREPARE CRITIQUES OF NEW RELEASES AND NATIONAL STORIES	.00	.0	.0	.0	.0	5.25
J 345	PREPARE NATIONAL STORY IDEAS	.00	.0	.0	.0	.0	5.85
J 346	PREPARE PRESS KITS	.00	.0	.0	.0	.0	4.49
J 347	PREPARE REQUEST FOR MEDIA ORIENTATION FLIGHTS	.00	.0	.0	.0	.0	5.78
J 348	PREPARE REQUEST FOR PRESS HELICOPTER LANDING CLEARANCES	.00	.0	.0	.0	.0	5.93
J 349	PROVIDE NEWS RELEASES AND NEWS BEEPERS FOR RADIO, TV, AND PRINT MEDIA	.00	.0	.0	.0	.0	5.51
J 350	PROVIDE SCRIPTS OR AUDIO TAPES FOR USE IN CIVILIAN NEWS OR FEATURE BROADCASTS	.00	.0	.0	.0	.0	5.76
J 351	PROVIDE STILL PHOTOGRAPHS, VIDEO TAPE, OR MOTION PICTURES FOR CIVILIAN NEWS BROADCASTS	.00	.0	.0	.0	.0	5.04
J 353	REVIEW MEDIA RELATIONS POLICY	.00	.0	.0	.0	.0	5.95
J 354	REVIEW NATIONAL STORY IDEAS	.00	3.1	2.0	.0	2.6	5.35
J 355	REVIEW PRINT MEDIA FOR ARTICLES OF INTEREST TO COMMANDER AND STAFF	.00	3.1	2.0	2.1	2.6	4.11
J 356	SET UP PRESS CENTERS	.00	.0	.0	.0	.0	5.50
K 357	CATALOG AND LABEL ARMED FORCES RADIO AND TELEVISION SERVICE (AFRTS) PROGRAMMING MATERIALS	.00	.0	.0	.0	.0	4.32
K 359	CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST CRITIQUE SESSIONS	.00	.0	.0	.0	.0	5.04
K 360	CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST PREPLANNING CONFERENCES	.00	.0	.0	.0	.0	5.34
K 361	COORDINATE DISPOSITION OF AFRTS PROGRAM MATERIALS	.00	.0	.0	.0	.0	4.51
K 362	COORDINATE MAINTENANCE OF RADIO OR TV EQUIPMENT	.00	.0	.0	.0	.0	5.23
K 363	COORDINATE REMOTE RADIO/TV COVERAGE OF SPECIAL EVENTS	.00	.0	.0	.0	.0	6.12
K 364	DESIGN PRODUCTION AIDS	.00	.0	.0	.0	.0	5.98
K 365	DETERMINE SELECTION, TIMING, AND SEQUENCING OF AUDIO- VISUAL MATERIAL FOR POSTPRODUCTION EDITING	.00	.0	.0	.0	.0	6.24
K 366	ENSURE AVAILABILITY OF LOCALLY PRODUCED PROGRAM MATERIALS	.00	.0	.0	.0	.0	4.93
K 367	MAINTAIN AFRTS SHIPPING DOCUMENT RECORDS	.00	.0	.0	.0	.0	4.10
K 369	PERFORM INVENTORY OF AFRTS PROGRAM MATERIAL	.00	.0	.0	.0	.0	4.38
K 370	PREPARE OR MAINTAIN CONTINUITY BOOKS	.00	.0	.0	.0	.0	4.86
K 371	PREPARE OR MAINTAIN MASTER SCHEDULES	.00	.0	.0	.0	.0	5.82
K 372	RECEIVE OR SHIP AFRT PROGRAM MATERIAL	.00	.0	.0	.0	.0	4.14
K 373	REVIEW AFRT STATION PROGRAMS FOR CONTENT, QUALITY, OR TIMING	.00	.0	.0	.0	.0	5.59
L 374	ADAPT COPY OR SCRIPT FOR RADIO PRESENTATIONS	.00	.0	.0	.0	.0	5.76

D TSK	TITLE	TNG EMP 0D*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-5 (M)	TSK DIF (F)
L 376	CONDUCT ON-SITE SURVEYS OF REMOTE RADIO BROADCAST LOCATIONS	.00	.0	.0	.0	.0	4.70
L 377	CONDUCT RADIO BROADCAST PRODUCTION MEETINGS	.00	.0	.0	.0	.0	4.80
L 378	CONDUCT RADIO INTERVIEWS	.00	.0	.0	.0	.0	5.90
L 379	COORDINATE RADIO SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	.00	.0	.0	.0	.0	5.29
L 380	DIRECT AUDIO TAPE EDITING	.00	.0	.0	.0	.0	5.13
L 381	DIRECT RADIO PRODUCTIONS	.00	.0	.0	.0	.0	5.91
L 382	DUPLICATE AUDIO TAPES	.00	.0	.0	.0	.0	3.40
L 384	OPERATE AUDIO CONSOLES	.00	.0	.0	.0	.0	4.92
L 385	OPERATE AUDIO PATCH PANELS	.00	.0	.0	.0	.0	4.57
L 386	OPERATE AUDIO RECORDERS	.00	3.1	2.0	2.1	2.6	3.90
L 387	OPERATE REMOTE AUDIO SYSTEMS	.00	.0	.0	.0	.0	4.53
L 388	OPERATE TURNTABLES	.00	.0	.0	.0	.0	3.20
L 389	PERFORM AS NARRATOR	.00	.0	.0	.0	.0	5.21
L 390	PERFORM AS RADIO ANNOUNCER	.00	.0	.0	.0	.0	5.70
L 391	PERFORM AS RADIO MODERATOR OR MASTER OF CEREMONIES (MC)	.00	.0	.0	.0	.0	6.31
L 392	PERFORM AS RADIO NEWSCASTER	.00	.0	.0	.0	.0	6.08
L 393	PERFORM RADIO SPOT ANNOUNCEMENTS	.00	.0	.0	.0	.0	5.45
L 394	PREPARE RADIO OR TV DAILY OPERATION LOGS	.00	.0	.0	.0	.0	5.13
L 395	RECORD "BEEPER"/RADIO NEWS REPORTS	.00	.0	.0	.0	.0	4.76
L 396	SELECT AND PLACE MICROPHONES	.00	3.1	2.0	2.1	2.6	4.50
L 397	SELECT BACKGROUND MUSIC OR SOUND EFFECTS FOR RADIO OR TV PRODUCTIONS	.00	.0	.0	.0	.0	4.93
L 398	SELECT MUSIC FOR RADIO BROADCASTS	.00	.0	.0	.0	.0	5.00
L 399	SELECT RADIO PROGRAM MATERIAL OTHER THAN MUSIC	.00	.0	.0	.0	.0	5.16
M 401	ADVISE DIRECTORS ON PROGRAM ELEMENTS, SUCH AS AVAILABILITY OF CAMERA SHOTS OR PROGRAM TIMING	.00	.0	.0	.0	.0	5.74
M 402	CHANGE BULBS IN LIGHTING FIXTURES	.00	3.1	2.0	2.1	2.6	2.72
M 403	CONDUCT ON-SITE SURVEYS OF REMOTE VIDEO BROADCAST LOCATIONS	.00	.0	.0	.0	.0	5.31
M 404	CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION CRITIQUE SESSIONS	.00	.0	.0	.0	.0	5.50
M 405	CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION PREPLANNING CONFERENCES	.00	.0	.0	.0	.0	5.70
M 406	CONDUCT TELEVISION INTERVIEWS	.00	.0	.0	.0	.0	6.32
M 407	CONDUCT TELEVISION PRODUCTION MEETINGS	.00	.0	.0	.0	.0	5.48
M 408	CONSTRUCT SETS	.00	.0	.0	.0	.0	5.70
M 409	COORDINATE TELEVISION SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	.00	.0	.0	.0	.0	5.77
M 410	CREATE VIDEO STORY BOARDS	.00	.0	.0	.0	.0	5.51
M 411	DESIGN SETS	.00	.0	.0	.0	.0	6.04
M 412	DETERMINE ELECTRICAL REQUIREMENTS FOR ARTIFICIAL LIGHTING	.00	.0	.0	.0	.0	5.51
M 413	DETERMINE LIGHTING EQUIPMENT AND ACCESSORIES	.00	3.1	2.0	2.1	2.6	5.24
M 414	DETERMINE SELECTION, TIMING, AND SEQUENCING OF VIDEO MATERIALS FOR TELEVISION POSTPRODUCTION EDITING	.00	.0	.0	.0	.0	6.56
M 415	DIRECT TELEVISION PRODUCTIONS	.00	.0	.0	.0	.0	7.39
M 416	DIRECT VIDEOTAPE EDITING	.00	.0	.0	.0	.0	6.54
M 417	DUPLICATE VIDEO TAPES	.00	.0	.0	.0	.0	3.58

D TSK	TITLES	TNG EMP #0*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	E-5 (M)	TSK DIF (F)
M 419	ENSURE PROPER APPEARANCE OF TALENT	.00	.0	.0	.0	.0	3.70
M 420	INSPECT CONDITION OF VIDEO MATERIALS	.00	.0	.0	.0	.0	3.34
M 421	INSTRUCT CREWS ON PRODUCTION REQUIREMENTS PRIOR TO TAPING OR FILMING	.00	.0	.0	.0	.0	4.80
M 422	INSTRUCT TALENT	.00	.0	.0	.0	.0	4.64
M 425	OPERATE CHARACTER GENERATORS	.00	.0	.0	.0	.0	5.14
M 426	OPERATE ELECTRONIC TIME CODE GENERATORS	.00	.0	.0	.0	.0	4.88
M 427	OPERATE FOLLOW SPOTLIGHTS	.00	.0	.0	.0	.0	3.45
M 428	OPERATE LIGHTING CONTROL PANELS	.00	.0	.0	.0	.0	4.50
M 429	OPERATE REMOTE PORTABLE TELEVISION CAMERAS OR RECORDERS	.00	.0	.0	.0	2.6	5.56
M 430	OPERATE REMOTE TELECINE CONTROLS	.00	.0	.0	.0	.0	4.17
M 431	OPERATE REMOTE VIDEOTAPE RECORDER (VTR) CONTROLS	.00	.0	.0	.0	.0	4.26
M 432	OPERATE VIDEO CONSOLES	.00	.0	.0	.0	.0	5.89
M 433	OPERATE VIDEO PATCH PANELS	.00	.0	.0	.0	.0	4.61
M 435	PERFORM AS FLOOR MANAGER	.00	.0	.0	.0	.0	4.41
M 436	PERFORM AS TELEVISION ANNOUNCER	.00	.0	.0	.0	.0	6.07
M 437	PERFORM AS TELEVISION MODERATOR OR MASTER OF CEREMONIES (MC)	.00	.0	.0	.0	.0	6.63
M 438	PERFORM AS TELEVISION NEWSCASTER	.00	.0	.0	.0	.0	6.75
M 439	PERFORM GRIP DUTIES, SUCH AS PULLING CABLES OR CHANGING GRAPHICS	.00	.0	.0	.0	.0	3.16
M 440	PERFORM ON CAMERA IN ACTING ROLES	.00	.0	.0	.0	.0	6.32
M 441	PERFORM OPERATOR MAINTENANCE ON VIDEO RECORDERS OR PLAYBACK UNITS	.00	.0	.0	.0	.0	4.99
M 444	PERFORM PREOPERATIONAL CHECKS OF TELEVISION CAMERA EQUIP- MENT OR ACCESSORIES	.00	.0	.0	.0	.0	4.42
M 446	PERFORM TELEVISION SPOT ANNOUNCEMENTS	.00	.0	.0	.0	.0	5.66
M 447	PLACE STUDIO EQUIPMENT OR PROPS IN STORAGE	.00	.0	.0	.0	.0	2.99
M 448	PREPARE MECHANICAL SPECIAL EFFECTS, OTHER THAN LIGHTING EFFECTS, FOR TELEVISION	.00	.0	.0	.0	.0	5.79
M 449	PREPARE SHOOTING OUTLINES OR SHOT LISTS	.00	.0	.0	.0	.0	5.13
M 450	PREPARE VISUAL AIDS FOR TELEVISION BROADCASTS	.00	.0	.0	.0	.0	5.29
M 451	PROGRAM CHARACTER GENERATORS	.00	.0	.0	.0	.0	5.79
M 452	SELECT TELEVISION PROGRAM MATERIALS	.00	.0	.0	.0	.0	5.41
M 453	SELECT TV VISUALS	.00	.0	.0	.0	.0	5.33
M 454	SET UP TV STUDIO LIGHTING	.00	.0	.0	.0	.0	4.05
M 455	SLATE VIDEOTAPE	.00	.0	.0	.0	.0	3.05
M 458	ASSEMBLE FILMED OR TAPED SEQUENCES	.00	.0	.0	.0	.0	5.44
M 459	ASSEMBLE SOUND TRACK SEQUENCES	.00	.0	.0	.0	.0	5.49
M 463	MARK FILM FOR OPTICAL EFFECTS, SUCH AS FADES OR DISSOLVES	.00	.0	.0	.0	.0	4.97
M 465	OPERATE EFP EQUIPMENT	.00	.0	.0	.0	.0	5.81
M 471	PERFORM OPERATOR MAINTENANCE ON EFP EQUIPMENT	.00	.0	.0	.0	.0	5.03
M 472	PERFORM OPERATOR MAINTENANCE ON FILM EDITING EQUIPMENT	.00	.0	.0	.0	.0	4.51
M 474	PREPARE SOUND RECORDING OR MIXING CUE SHEETS	.00	.0	.0	.0	.0	5.02
M 476	SELECT EQUIPMENT, ACCESSORIES, OR SUPPLIES FOR ASSIGNMENT	.00	6.3	6.0	4.2	2.6	4.64
M 477	SET UP EFP EQUIPMENT	.00	.0	.0	.0	.0	4.62
M 478	SET UP ELECTRICAL RELAY BOXES	.00	.0	.0	.0	.0	4.41

791X2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

791X2 TASKS ARE PRESENTED BELOW IN DESCENDING ORDER OF FIRST-TERM TRAINING EMPHASIS RATINGS, TOGETHER WITH THE PERCENT OF VARIOUS CAREER LADDER GROUPS PERFORMING TASKS AND RELATIVE TASK DIFFICULTY.

TRAINING EMPHASIS RATINGS WERE COLLECTED FROM 16 EXPERIENCED CAREER LADDER NCO'S WHO WORKED IN A VARIETY OF COMMANDS AND LOCATIONS. THESE NCO'S RATED JOB INVENTORY TASKS ON A TEN-POINT SCALE RANGING FROM ZERO (NO TRAINING REQUIRED) TO NINE (EXTREMELY HEAVY TRAINING RECOMMENDED). RATERS HAD HIGH AGREEMENT AS TO WHICH TASKS REQUIRE SOME FORM OF STRUCTURED TRAINING DURING THE FIRST ENLISTMENT. IN THIS CAREER LADDER THE AVERAGE TRAINING EMPHASIS RATING WAS 1.35, WITH A STANDARD DEVIATION OF 1.99. TASKS RATED ABOVE 3.34 ARE HIGH IN TRAINING EMPHASIS AND SHOULD BE CONSIDERED FOR TECH SCHOOL TRAINING. TASKS RATED BELOW AVERAGE GENERALLY ARE NOT TRAINED IN FORMAL TECH SCHOOLS. IN DECIDING WHETHER TO INCLUDE TASKS IN TRAINING, CONSIDER THE FACT THAT TRAINING EMPHASIS RATINGS CAPTURE ELEMENTS OF TASK CRITICALITY AS WELL AS PERCENT OF FIRST TERMERS PERFORMING AND THE RELATIVE DIFFICULTY OF TASKS.

VECTOR TYPE CODES:

(T) = % TIME SPENT BY ALL MEMBERS

(M) = % MEMBERS PERFORMING

(F) = TASK FACTOR

(D) = DICHOTOMOUS SET

(B) = % TIME SPENT BY MEMBERS PERFORMING

(P) = PROGRAM GENERATED VECTOR

NO	TYPE	VECTOR	MEAN	-	SD	DESCRIPTION	HIGH IN TRAINING EMPHASIS = 3.34+
1	-	SEQNUM				SEQUENTIAL NUMBERING	
2	D	TNGEMP	1.35	1.99		TRAINING EMPHASIS RATINGS 791X2	
3	M	1-24		32		791X2 AIRMEN WITH 1-24 MOS T1CF	
4	M	1-48		50		791X2 AIRMEN WITH 1-48 MOS T1CF	
5	M	79152		48		DAFSC 79152 AIRMEN	
6	F	TSMDIF	5.00	1.00		AFSC 791XX TASK DIFFICULTY RATINGS	

791X2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

791X2 TASKS ARE PRESENTED BELOW IN DESCENDING ORDER OF FIRST-TERM TRAINING EMPHASIS RATINGS, TOGETHER WITH THE PERCENT OF VARIOUS CAREER LADDER GROUPS PERFORMING TASKS AND RELATIVE TASK DIFFICULTY.

TRAINING EMPHASIS RATINGS WERE COLLECTED FROM 16 EXPERIENCED CAREER LADDER NCO'S WHO WORKED IN A VARIETY OF COMMANDS AND LOCATIONS. THESE NCO'S RATED JOB INVENTORY TASKS ON A TEN-POINT SCALE HANGING FROM ZERO (NO TRAINING REQUIRED) TO NINE (EXTREMELY HEAVY TRAINING REQUIRED). RATERS HAD HIGH AGREEMENT AS TO WHICH TASKS REQUIRE SOME FORM OF STRUCTURED TRAINING DURING THE FIRST ENLISTMENT. IN THIS CAREER LADDER THE AVERAGE TRAINING EMPHASIS RATING WAS 1.35, WITH A STANDARD DEVIATION OF 1.99. TASKS RATED ABOVE 3.34 ARE HIGH IN TRAINING EMPHASIS AND SHOULD BE CONSIDERED FOR TECH SCHOOL TRAINING. TASKS RATED BELOW AVERAGE GENERALLY ARE NOT TRAINED IN FORMAL TECH SCHOOLS. IN DECIDING WHETHER TO INCLUDE TASKS IN TRAINING, CONSIDER THE FACT THAT TRAINING EMPHASIS RATINGS CAPTURE ELEMENTS OF TASK CRITICALITY AS WELL AS PERCENT OF FIRST TERMERS PERFORMING AND THE RELATIVE DIFFICULTY OF TASKS.

D TSK	TITLES	SEQ NUM	TNG EMP	#	1-2 (M)	1-4 (M)	791 52 (M)	TSK DIF (F)
0 489	MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION	1	7.31		90.6	92.0	93.8	5.37
0 516	SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS	2	7.31		90.6	94.0	95.8	6.46
0 526	WRITE NARRATIVES FOR HISTORICAL REPORTS	3	7.31		93.8	96.0	97.9	7.41
0 511	RESEARCH ORGANIZATIONAL FILES, LIBRARIES, OR ARCHIVES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	4	7.06		93.8	96.0	95.8	6.28
0 512	RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	5	7.06		96.9	98.0	97.9	5.92
0 506	PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS	6	6.75		90.6	92.0	93.8	4.95
0 481	ASSEMBLE HISTORICAL NARRATIVE AND SUPPORTING DOCUMENT VOLUMES	7	6.69		93.8	96.0	97.9	5.41
0 483	COORDINATE FINAL REVIEWS OF HISTORICAL REPORTS WITH STAFF PERSONNEL	8	6.69		90.6	92.0	93.8	4.99
0 486	EDIT HISTORICAL NARRATIVES	9	6.69		84.4	88.0	91.7	6.31
0 496	PREPARE FOOTNOTES FOR HISTORICAL REPORTS	10	6.69		90.6	94.0	97.9	5.20
E 136	MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES	11	6.62		90.6	90.0	91.7	4.96
0 487	ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS	12	6.62		90.6	92.0	93.8	5.73
0 488	INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A PERSPECTIVE OF HISTORICAL EVENTS	13	6.62		90.6	88.0	91.7	5.60
0 493	PREPARE CHRONOLOGIES FOR HISTORICAL REPORTS	14	6.50		90.6	94.0	95.8	5.19
0 517	SELECT OR VERIFY AUTHENTICITY OF SUPPORTING DOCUMENTS	15	6.50		90.6	92.0	95.8	6.49
0 519	SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	16	6.50		90.6	94.0	93.8	6.38
F 225	SECURE CLASSIFIED MATERIALS	17	6.37		78.1	80.0	83.3	3.94
0 510	RESEARCH HISTORICAL ARCHIVES	18	6.37		93.8	94.0	95.8	5.50
P 535	MAINTAIN HISTORICAL FILES	19	6.37		93.8	96.0	97.9	4.78
0 482	CONDUCT INTERVIEWS TO SUPPLEMENT HISTORICAL MATERIALS	20	6.31		93.8	94.0	95.8	5.71
0 491	PREPARE APPENDICES FOR HISTORICAL REPORTS	21	6.25		93.8	94.0	95.8	5.47
E 154	PREPARE AND MAINTAIN CLASSIFIED RECORDS	22	6.19		78.1	82.0	81.3	5.50
0 514	SCREEN OR PRESERVE UNIT OR STAFF HISTORICAL MATERIALS	23	6.19		90.6	92.0	91.7	5.44
P 534	MAINTAIN HISTORICAL ARCHIVES	24	6.19		93.8	96.0	97.9	4.87

791X2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

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D YSR	TITLES	SFO NUM	TNG EMP	1-2 4	1-4 8	791 52	TSK DIF (F)
		#	*D*	(M)	(M)	(M)	(F)
0 495	PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT VOLUMES	25	6.12	87.5	92.0	95.8	4.96
0 509	PROOFREAD HISTORICAL REPORTS	26	6.06	87.5	92.0	93.8	5.65
E 152	PREPARE AND MAINTAIN AF FORMS 310 (DOCUMENT RECEIPT AND DESTRUCTION CERTIFICATE)	27	5.87	71.9	74.0	72.9	3.55
P 531	DESTROY CLASSIFIED DOCUMENTS NOT KEPT IN HISTORICAL ARCHIVES	28	5.87	71.9	74.0	72.9	4.50
P 536	MAINTAIN HISTORICAL READY REFERENCE FILES FOR RESPONSE TO FREQUENTLY ASKED QUESTIONS	29	5.87	71.9	78.0	77.1	5.02
E 150	PREPARE AND MAINTAIN AF FORMS 12 (ACCOUNTABLE CONTAINER RECEIPT)	30	5.75	68.8	72.0	72.9	3.31
0 505	PREPARE OR ASSEMBLE TOPICAL FILES ON MAJOR PROBLEMS, EVENTS, OR SUBJECTS	31	5.75	68.8	68.0	68.8	5.69
0 485	DRAFT CHARTS OR GRAPHS TO ILLUSTRATE HISTORICAL DATA	32	5.69	84.4	86.0	89.6	5.45
0 520	TAKE NOTES AT MEETINGS OR EVENTS FOR HISTORICAL DOCUMENTATION	33	5.69	90.6	90.0	93.8	4.69
0 497	PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL REPORTS	34	5.63	93.8	88.0	91.7	3.79
0 501	PREPARE LINEAGE AND HONORS DATA FOR HISTORICAL REPORTS	35	5.56	87.5	88.0	89.6	4.93
0 523	WRITE ABSTRACTS FOR HISTORICAL REPORTS	36	5.56	87.5	90.0	95.8	5.32
0 528	WRITE SPECIAL HISTORICAL REPORTS, MONOGRAPHS, OR CHRONOLOGIES TO DOCUMENT UNUSUAL EVENTS	37	5.56	56.3	54.0	54.2	7.15
C 93	REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS	38	5.50	53.1	60.0	52.1	6.09
F 205	PREPARE CLASSIFIED MATERIALS FOR MAILING	39	5.50	71.9	72.0	70.8	5.32
0 518	SELECT PHOTOGRAPHS FOR USE IN HISTORICAL REPORTS	40	5.50	87.5	90.0	93.8	5.18
E 144	MAINTAIN QUARTERLY HISTORICAL SERVICES OR QUERIES LOGS	41	5.44	78.1	80.0	83.3	2.90
F 222	REVIEW MATERIALS FOR DOWNGRADING OR DECLASSIFICATION	42	5.44	40.6	46.0	52.1	5.89
0 527	WRITE QUESTIONS FOR USE IN OBTAINING HISTORICAL INFORMATION	43	5.44	81.3	72.0	83.3	5.68
0 479	ARRANGE FOR REPRODUCTION OF HISTORICAL PRODUCTS	44	5.31	87.5	90.0	91.7	3.91

SEQ TNG 1-2 1-4 TSK
NUM EMP 4 A 52 DIF
#0* (M) (M) (F)

D TSK TITLES

0 503	PREPARE LIST OF SUPPORTING DOCUMENTS FOR HISTORICAL REPORTS	45	5.31	93.8	96.0	97.9	4.20
P 532	EVALUATE INDIVIDUAL REQUESTS FOR HISTORICAL INFORMATION	46	5.31	93.8	94.0	93.8	4.82
P 539	RESPOND TO INQUIRIES FOR HISTORICAL INFORMATION	47	5.31	90.6	90.0	91.7	5.16
C 94	REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	48	5.25	71.9	76.0	66.7	5.95
E 151	PREPARE AND MAINTAIN AF FORMS 302 (ROOM OR AREA SECURITY INSPECTION RECORD)	49	5.25	81.3	86.0	87.5	2.56
G 229	CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES	50	5.25	56.3	62.0	66.7	5.09
O 480	ARRANGE PHOTOGRAPHIC COVERAGE OF HISTORICAL EVENTS	51	5.25	87.5	86.0	87.5	3.97
O 484	DETERMINE SOLUTIONS TO LINEAGE AND HONOR PROBLEMS	52	5.25	59.4	64.0	68.8	6.18
O 499	PREPARE GLOSSARIES FOR HISTORICAL REPORTS	53	5.25	90.6	94.0	93.8	4.52
O 504	PREPARE MONOGRAPHS OR EXPANDED CHRONOLOGIES	54	5.12	53.1	58.0	64.6	6.22
O 507	PREPARE TABLE OF CONTENTS FOR HISTORICAL REPORTS	55	5.12	90.6	92.0	93.8	4.04
O 508	PREPARE TITLE PAGES FOR HISTORICAL REPORTS	56	5.12	90.6	92.0	93.8	3.55
F 176	COORDINATE WITH TECHNICAL ADVISORS ON THE ACCURACY OF STORY OR HISTORICAL MATERIALS	57	5.06	65.6	68.0	60.4	5.00
O 502	PREPARE LIST OF ILLUSTRATIONS FOR HISTORICAL REPORTS	58	5.06	62.5	74.0	79.2	4.02
A 6	DETERMINE WORK PRIORITIES	59	5.00	81.3	82.0	72.9	5.32
O 513	RESPOND TO HIGHER HEADQUARTERS CRITICAL REVIEWS OF HISTORY	60	5.00	78.1	84.0	83.3	5.32
O 494	PREPARE DISTRIBUTION LIST FOR HISTORICAL PRODUCTS	61	4.94	68.8	72.0	77.1	3.49
E 153	PREPARE AND MAINTAIN AF FORMS 502 (PERSONS RESPONSIBLE FOR STORAGE FACILITY/CONTAINER)	62	4.69	65.6	72.0	75.0	3.22
E 160	PREPARE QUARTERLY HISTORICAL SERVICES OR QUERIES REPORTS	63	4.69	84.4	86.0	95.8	4.69
E 147	MAKE ENTRIES ON AF FORMS 80 (FILES MAINTENANCE AND DISPOSITION PLAN)	64	4.62	84.4	86.0	89.6	4.12
O 521	TYPE DRAFT COPIES OF HISTORICAL REPORTS	65	4.62	81.3	84.0	81.3	5.65
A 10	ESTABLISH LIAISON WITH LOCAL COMMANDERS	66	4.56	34.4	42.0	35.4	5.07
F 195	OPERATE WORD PROCESSING EQUIPMENT	67	4.56	25.0	36.0	43.8	6.19
A 8	DEVELOP WORK METHODS OR PROCEDURES	68	4.50	59.4	64.0	58.3	5.95
F 227	WRITE INTERVIEW QUESTIONS FOR ORAL HISTORY INTERVIEWS	69	4.44	46.9	40.0	41.7	5.39

O TSK TITLES SEQ TNG 1-2 1-4 TSK
NUM EMP 4 8 DIF
(M) (M) (F)

F 175 COORDINATE WITH AGENCIES OR INDIVIDUALS TO COMPLETE ASSIGNMENTS

E 155 PREPARE AND MAINTAIN OP FORM 62 (SAFE OR CABINET SECURITY RECORD)

C 98 WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS

F 181 INITIATE WORK ORDERS FOR PHOTOGRAPHIC SUPPORT

O 524 WRITE CRITIQUES OF SUBORDINATE UNIT HISTORIES

B 42 IMPLEMENT SECURITY PROGRAMS

O 492 PREPARE BIBLIOGRAPHIES FOR HISTORICAL REPORTS

A 24 PLAN SECURITY PROGRAMS

C 89 EVALUATE UNIT HISTORIES

B 34 DIRECT MAINTENANCE OF ADMINISTRATIVE FILES

A 16 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE WITH LOCAL, HOST COUNTRY, OR AIR FORCE POLICY

F 166 ARRANGE FOR MAILING OR SHIPMENT OF EQUIPMENT, SUPPLIES, OR MATERIALS

F 204 PREPARE BRIEFINGS

G 243 RESEARCH FILES OR LIBRARIES FOR INFORMATIONAL MATERIALS

G 257 WRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS

D 102 CONDUCT OJT

D 121 PLAN OJT

A 21 PLAN BRIEFINGS

O 119 IMPLEMENT OJT PROGRAMS

A 4 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES

B 46 INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES

O 108 DETERMINE OJT TRAINING REQUIREMENTS

G 228 ADVISE PHOTOGRAPHERS ON PHOTO SELECTION OR PHOTO ARRANGEMENT

G 252 TRANSCRIBE TAPED INTERVIEWS

94	3.50	34.4	32.0	22.9	4.90
95	3.37	78.1	82.0	81.3	3.27
96	3.25	18.8	28.0	29.2	6.81
97	3.25	71.9	72.0	75.0	2.76
98	3.19	12.5	16.0	18.8	6.73
99	3.13	28.1	36.0	45.8	4.39
100	3.13	21.9	24.0	22.9	5.44
101	3.06	15.6	22.0	22.9	5.38
102	3.06	21.9	30.0	31.3	5.01
103	2.94	28.1	28.0	27.1	4.35
104	2.87	18.8	16.0	20.8	5.84
105	2.75	43.8	44.0	41.7	4.44
106	2.69	37.5	34.0	39.6	6.00
107	2.69	75.0	70.0	64.6	4.74
108	2.69	62.5	66.0	62.5	5.47
109	2.50	18.8	18.0	14.6	5.97
110	2.44	9.4	10.0	8.3	5.90
111	2.37	28.1	30.0	29.2	5.55
112	2.37	9.4	12.0	4.2	5.65
113	2.25	37.5	34.0	35.4	5.21
114	2.19	31.3	40.0	41.7	3.73
115	2.19	6.3	12.0	6.3	5.35
116	2.19	18.8	24.0	27.1	5.07
117	2.19	21.9	18.0	22.9	4.46

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D YSK	TITLES	SFO NUM	TNG EMP #	1-2 4 (M)	1-4 8 (M)	791 52 (M)	TSK DIF (F)
B 37	DIRECT UTILIZATION OF EQUIPMENT	118	2.12	15.6	18.0	12.5	4.76
G 253	USE COPY EDITING/PROOFREADING SYMBOLS	119	2.12	21.9	18.0	20.8	3.99
B 48	SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 791321)	120	2.06	15.6	12.0	10.4	5.31
D 106	COUNSEL TRAINEES ON TRAINING PROGRESS	121	2.06	12.5	14.0	6.3	5.19
D 115	EVALUATE OJT TRAINEES	122	2.06	6.3	10.0	6.3	5.47
A 19	ESTABLISH PUBLICATION LIBRARIES	123	1.94	37.5	36.0	33.3	4.76
C 73	EVALUATE CROSS TRAINEE APPLICANTS	124	1.94	21.9	22.0	22.9	5.65
D 110	DEVELOP OR MAINTAIN TRAINING RECORDS, CHARTS, OR GRAPHS	125	1.94	18.8	20.0	16.7	5.04
A 11	ESTABLISH OR MAINTAIN PLANS, OPERATIONS ORDERS, OR ANNEXES	126	1.88	25.0	28.0	35.4	5.82
A 20	ESTABLISH UNIT ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDING OPERATING PROCEDURES (SOP)	127	1.88	15.6	14.0	18.8	5.87
C 86	EVALUATE SECURITY PROGRAMS	128	1.88	9.4	8.0	12.5	4.75
D 107	DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION	129	1.88	15.6	22.0	14.6	4.17
D 112	DIRECT OR IMPLEMENT OJT PROGRAMS	130	1.88	3.1	6.0	2.1	5.75
E 129	COMPILE HISTORICAL PERSONNEL DIRECTORIES	131	1.88	12.5	24.0	14.6	4.32
F 217	REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED AS PART OF ORAL HISTORY INTERVIEWS	132	1.88	15.6	14.0	18.8	3.80
A 7	DEVELOP ORGANIZATIONAL CHARTS	133	1.81	15.6	24.0	29.2	3.96
C 85	EVALUATE SAFETY PROGRAMS	134	1.81	3.1	2.0	4.2	4.21
D 103	CONDUCT PROFICIENCY OR QUALIFICATION TRAINING	135	1.81	6.3	8.0	4.2	5.69
C 78	EVALUATE MAINTENANCE OR USE OF WORKSPACE, EQUIPMENT, OR SUPPLIES	136	1.75	9.4	12.0	10.4	5.07
D 117	EVALUATE PROGRESS OF STUDENTS	137	1.75	.0	4.0	.0	5.17
F 177	DOCUMENT INQUIRIES FROM INTERNAL OR EXTERNAL SOURCES OTHER THAN NEWS MEDIA	138	1.75	31.3	30.0	27.1	4.29
F 206	PREPARE DISPLAYS FOR MUSEUMS	139	1.75	15.6	12.0	10.4	5.99
C 68	EVALUATE ADMINISTRATIVE FORMS, FILES, OR PROCEDURES	140	1.69	18.8	20.0	16.7	4.88
C 76	EVALUATE INSPECTION REPORTS OR PROCEDURES	141	1.69	3.1	10.0	6.3	5.60
E 134	MAINTAIN AIR FORCE PUBLICATION INDEXES	142	1.69	15.6	12.0	12.5	4.13

O TSK	TITLES	SEQ NUM	ING EMP	1-2 (M)	1-4 (M)	791 52 (M)	TSK DIF (F)
E 163	PREPARE REQUESTS FOR EXPENDITURE OF FUNDS, SUCH AS PRINTING OR SUPPLY FUNDS	143	1.69	12.5	10.0	10.4	5.78
F 193	OPERATE SLIDE PROJECTORS	144	1.69	21.9	24.0	22.9	2.89
G 255	WRITE FACT SHEETS	145	1.69	21.9	18.0	22.9	5.45
G 264	WRITE REPORTS ON PUBLIC AFFAIRS ACTIVITIES FOR HISTORICAL PURPOSES	146	1.69	15.6	14.0	14.6	5.49
C 63	CONDUCT STAFF ASSISTANCE VISITS	147	1.62	3.1	6.0	8.3	6.09
B 59	SUPERVISE RADIO AND TV BROADCASTING TECHNICIANS (AFSC 79171)	148	1.56	3.1	2.0	.0	5.65
D 110	EVALUATE TRAINING METHODS OR TECHNIQUES	149	1.56	6.3	10.0	2.1	5.95
F 167	ASSEMBLE SLIDES FOR TAPE OR SLIDE PRESENTATIONS	150	1.56	18.8	22.0	20.8	4.49
F 223	SCHEDULE BRIEFINGS	151	1.56	18.8	18.0	19.6	3.83
A 5	DETERMINE TARGET AUDIENCES FOR DISTRIBUTION OF INFORMATIONAL PRODUCTS	152	1.50	3.1	6.0	8.3	5.60
C 96	WRITE APR	153	1.50	6.3	12.0	6.3	6.15
A 3	COORDINATE PROTOCOL ACTIVITIES	154	1.44	.0	.0	2.1	5.94
A 12	ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	155	1.44	9.4	10.0	6.3	5.73
B 41	IMPLEMENT SAFETY PROGRAMS	156	1.44	15.6	18.0	18.8	4.01
C 64	CRITIQUE MONOGRAPHS, CHRONOLOGIES, SPECIAL REPORTS, OR HISTORY REPORTS	157	1.44	15.6	20.0	16.7	6.01
C 80	EVALUATE PROCEDURES FOR STORAGE, INVENTORY, OR INSPECTION OF PROPERTY ITEMS	158	1.44	6.3	10.0	10.4	4.22
C 90	EVALUATE WORK SCHEDULES	159	1.44	12.5	10.0	6.3	4.89
E 156	PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES	160	1.44	.0	.0	6.3	5.50
N 468	OPERATE STILL CAMERAS	161	1.44	21.9	28.0	27.1	4.91
A 2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	162	1.37	6.3	6.0	2.1	2.23
A 27	REVIEW PLANS	163	1.37	21.9	22.0	22.9	4.63
F 173	COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	164	1.37	9.4	6.0	4.2	5.01
F 190	OPERATE AUDIOVISUAL EQUIPMENT	165	1.37	21.9	26.0	27.1	3.62
G 262	WRITE PHOTO OUTLINES	166	1.37	9.4	12.0	10.4	4.61

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D TSK	TITLES	SEQ NUM	TNG EMP	1-2 (M)	1-4 (M)	791 52 (M)	TSK DIF (F)
C 72	EVALUATE COMPLIANCE WITH PERFORMANCE STANDARDS	167	1.31	9.4	16.0	6.3	5.88
A 23	PLAN SAFETY PROGRAMS	168	1.25	12.5	10.0	10.4	4.83
A 30	WRITE PLANS OR ANNEXES	169	1.25	9.4	10.0	14.6	6.46
B 33	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	170	1.25	15.6	12.0	16.7	3.90
B 53	SUPERVISE HISTORIAN SPECIALISTS (AFSC 791521)	171	1.25	3.1	6.0	.0	5.00
F 168	CATALOG AND LABEL AUDIOVISUAL MATERIALS	172	1.25	18.8	12.0	14.6	3.83
F 174	COORDINATE PRODUCTION OF ART WORK OTHER THAN PHOTOS WITH GRAPHICS SHOPS	173	1.25	12.5	16.0	16.7	4.19
F 194	OPERATE VIDEO DISPLAY TERMINALS (VDT)	174	1.25	3.1	2.0	4.2	4.76
F 220	RESPOND TO INQUIRIES FROM SOURCES OTHER THAN NEWS MEDIA	175	1.25	62.5	66.0	60.4	5.20
A 17	ESTABLISH PROCEDURES FOR SPECIAL EVENTS, SUCH AS OPEN HOUSES	176	1.19	3.1	4.0	4.2	6.60
C 71	EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	177	1.19	6.3	10.0	4.2	7.10
F 208	PREPARE PRESENTATION VISUALS	178	1.19	3.1	4.0	2.1	4.89
C 62	CONDUCT JOB APPLICANT INTERVIEWS	179	1.12	18.8	18.0	14.6	5.59
F 219	RESPOND TO DISASTER SITUATIONS OR DISASTER PREPAREDNESS EXERCISES	180	1.12	25.0	24.0	27.1	5.88
G 259	WRITE MAGAZINE STORIES	181	1.12	.0	2.0	4.2	6.17
B 45	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	182	1.06	15.6	16.0	10.4	5.50
C 74	EVALUATE HISTORY PRODUCTS FOR AWARDS	183	1.06	9.4	8.0	4.2	6.39
C 81	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, OR DISSEMINATING INFORMATION MATERIALS	184	1.06	9.4	16.0	8.3	5.12
D 122	PROCURE TRAINING AIDS, SPACE, OR EQUIPMENT	185	1.06	12.5	8.0	6.3	4.56
E 139	MAINTAIN FILES OF PAST EDITIONS OF BASE NEWSPAPERS	186	1.06	21.9	20.0	25.0	2.28
F 189	MAINTAIN UNIT OR MAJOR COMMAND (MAJCOM) DISPLAYS	187	1.06	3.1	4.0	4.2	4.46
M 470	PERFORM OPERATIONAL CHECKS OF STILL CAMERA EQUIPMENT OR ACCESSORIES	188	1.06	9.4	14.0	10.4	4.41
A 26	PREPARE UNIT EMERGENCY PLANS	189	1.00	6.3	6.0	10.4	5.82
C 88	EVALUATE UNIT EMERGENCY PLANS	190	1.00	6.3	4.0	4.2	5.29

791X2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

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D YSK	TITLES	SEQ NUM	TNG EMP	1-2 4	1-4 8	791 52	TSM DIF (F)
D 114	ESTABLISH STUDY REFERENCE FILES	191	1.00	6.3	4.0	4.2	4.69
E 149	MAKE ENTRIES ON DD FORMS 2266 (INFORMATION FOR HOMETOWN NEWS RELEASE)	192	1.00	3.1	2.0	2.1	3.13
F 179	GATHER COLOR SLIDES	193	1.00	34.4	26.0	27.1	3.13
F 197	PERFORM QUALITY CONTROL AT PRINTING PLANTS	194	1.00	.0	.0	.0	5.36
G 247	REWRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS	195	1.00	21.9	16.0	12.5	5.42
C 77	EVALUATE JOB DESCRIPTIONS	196	.94	3.1	2.0	.0	5.23
F 184	MAINTAIN COLOR SLIDES FILES	197	.94	25.0	16.0	16.7	3.50
G 256	WRITE FEATURES	198	.94	21.9	20.0	18.8	6.11
G 266	WRITE SPECIAL COLUMNS OR EDITORIALS	199	.94	6.3	8.0	8.3	6.32
H 278	DEVELOP INFORMATION MATERIALS FOR PUBLICATIONS, SUCH AS FACT SHEETS, SPEECHES, OR BIOGRAPHIES	200	.94	9.4	8.0	8.3	5.83
H 424	LOAD OR UNLOAD 16MM FILM PROJECTORS	201	.94	3.1	4.0	2.1	3.09
F 185	MAINTAIN MUSEUMS	202	.88	3.1	4.0	2.1	6.95
A 28	SCHEDULE LEAVES OR PASSES	203	.81	21.9	22.0	16.7	3.26
B 38	DRAFT DIRECTIVES OR SUPPLEMENTS TO EXISTING DIRECTIVES OTHER THAN OI OR SOP	204	.81	3.1	4.0	10.4	6.26
D 113	DIRECT OR IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	205	.81	3.1	2.0	2.1	5.52
E 159	PREPARE AND SUBMIT WORKLOAD FACTOR REPORTS	206	.81	.0	.0	.0	5.99
F 171	CONDUCT IN-HOUSE ORGANIZATIONAL TOURS	207	.81	6.3	8.0	10.4	4.30
A 22	PLAN LAYOUT OF FACILITIES	208	.75	9.4	6.0	6.3	5.61
B 32	COUNSEL PERSONNEL ON PERSONAL OR MILITARY RELATED PROBLEMS	209	.75	15.6	16.0	10.4	5.99
B 40	IMPLEMENT COST-REDUCTION PROGRAMS, SUCH AS FRAUD, WASTE, AND ABUSE	210	.75	6.3	8.0	8.3	4.51
C 87	EVALUATE SUGGESTIONS	211	.75	6.3	8.0	6.3	4.79
C 92	PREPARE MISHAP OR INCIDENT REPORTS	212	.75	.0	2.0	2.1	5.07
D 120	IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	213	.75	9.4	8.0	6.3	5.36
E 140	MAINTAIN INTERNAL INFORMATION FILES	214	.75	12.5	20.0	20.8	3.72
F 198	PERFORM QUALITY CONTROL ON TAPE OR SLIDE PRESENTATIONS	215	.75	.0	.0	.0	4.85
F 214	REQUEST CLEARANCE OF COPYRIGHT MATERIALS	216	.75	.0	.0	4.2	4.28

AD-A161 100

TRAINING EXTRACT HISTORIAN AFSC: 791X2(U) AIR FORCE
OCCUPATIONAL MEASUREMENT CENTER RANDOLPH AFB TX SEP 85

2/2

UNCLASSIFIED

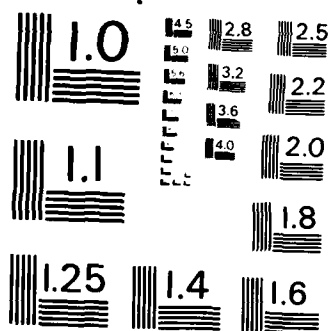
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MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

791X2 TRAINING EMPHASIS RATINGS--DESCENDING ORDER

OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

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D TSK	TITLES	SFO NUM	TNG EMP	1-2 (M)	1-4 (M)	791 52 (M)	TSM DIF (F)
G 265	WRITE SCRIPTS FOR TAPE OR SLIDE PRESENTATIONS	217	.75	9.4	6.0	8.3	6.11
C 97	WRITE CIVILIAN PERFORMANCE RATINGS OR SUPERVISORY APPRAISALS	218	.69	.0	.0	.0	6.21
E 146	MAINTAIN ROSTERS OF ADDITIONAL DUTY PUBLIC AFFAIRS REPRESENTATIVES	219	.69	.0	.0	.0	2.89
F 182	INSPECT CONDITION OF FILMS	220	.69	9.4	8.0	10.4	3.16
F 209	PREPARE VISUALS FOR PUBLICATION	221	.69	.0	.0	4.2	5.11
G 246	REWRITE COPY TO UPDATE ARTICLES	222	.69	.0	.0	.0	5.05
M 473	PERFORM PREVENTIVE MAINTENANCE ON STILL CAMERAS OR ACCESSORIES	223	.69	3.1	4.0	2.1	4.68
A 9	DRAFT BUDGET OR FINANCIAL REQUIREMENTS	224	.63	12.5	12.0	10.4	7.58
A 14	ESTABLISH PROCEDURES FOR LIAISON WITH UNIT PUBLIC AFFAIRS REPRESENTATIVES (UPAR)	225	.63	3.1	2.0	.0	4.80
A 29	WRITE JOB DESCRIPTIONS	226	.63	3.1	2.0	8.3	4.98
F 192	OPERATE PUBLIC ADDRESS SYSTEMS	227	.63	3.1	2.0	6.3	3.44
G 260	WRITE NEWS STORIES	228	.63	12.5	10.0	8.3	5.69
H 273	ASSIST WITH AND PROVIDE INFO MATERIALS FOR INDIVIDUALIZED NEWCOMER TREATMENT AND ORIENTALION (INTRO) PROGRAM	229	.63	18.8	14.0	6.3	3.73
I 323	SELECT AIR FORCE VIDEO MATERIALS FOR RELEASE TO CIVILIANS OTHER THAN NEWS MEDIA PERSONNEL	230	.63	.0	.0	2.1	4.85
M 423	LOAD OR UNLOAD SLIDES INTO OR FROM SLIDE DRUMS	231	.63	3.1	4.0	2.1	2.50
M 442	PERFORM OPERATOR MAINTENANCE ON 16MM FILM PROJECTORS	232	.63	3.1	4.0	.0	4.59
M 443	PERFORM OPERATOR MAINTENANCE ON 35MM SLIDE PROJECTORS	233	.63	.0	2.0	.0	4.45
M 460	CHANGE CAMERA LENSES	234	.63	12.5	18.0	18.8	3.41
M 464	MOUNT CAMERAS ON TRIPODS, SHOULDER PODS, BODY BRACES, OR PISTOL GRIPS	235	.63	3.1	4.0	4.2	3.39
M 466	OPERATE ELECTRONIC FLASH SYSTEMS	236	.63	9.4	12.0	12.5	4.31
M 469	OPERATE VARIABLE FOCAL LENGTH (200M) LENSES	237	.63	12.5	16.0	16.7	4.68
B 47	MANAGE PUBLIC AFFAIRS ACTIVITIES	238	.56	.0	.0	.0	6.46
B 51	SUPERVISE BASE NEWSPAPER OR GUIDE PROGRAMS	239	.56	.0	.0	.0	6.05
B 52	SUPERVISE CIVILIAN PERSONNEL	240	.56	6.3	4.0	4.2	5.93

7912Z TRAINING EMPHASIS RATINGS-DESCENDING ORDER

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OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

D TSK	TITLES	SEQ NUM	TNG EMP	1-2 4	1-4 8	791 52	TSM OIF
		#	*0*	(M)	(M)	(M)	(F)
E 157	PREPARE AND SUBMIT AFTO FORMS 349 (MAINTENANCE DATA COLLECTION RECORD)	241	.56	6.3	4.0	2.1	4.45
F 199	PLAN BOOK LAYOUTS	242	.56	9.4	10.0	12.5	6.33
G 254	WRITE BIOGRAPHIES OF AIR FORCE PERSONNEL OR OTHER DIGNITARIES	243	.56	9.4	6.0	4.2	5.34
H 291	PROOFREAD COPY	244	.56	28.1	30.0	29.2	5.10
I 311	PARTICIPATE IN BASE COMMUNITY COUNCIL MEETINGS	245	.56	3.1	2.0	.0	3.93
I 314	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COMMUNITIES UNDER THE DEFENSE COMMUNITY SERVICE PROGRAM	246	.56	.0	.0	.0	6.15
A 1	ASSIGN PERSONNEL TO DUTY POSITIONS	247	.50	.0	2.0	.0	4.03
D 116	EVALUATE OJT TRAINERS	248	.50	.0	.0	.0	5.56
M 457	ARRANGE TRANSPORTATION OF BASE PHOTOGRAPHERS OR ELECTRONIC FIELD PRODUCTION (EFP) OPERATORS OR EQUIPMENT	249	.50	6.3	6.0	12.5	3.71
D 100	ASSIGN ON-THE-JOB TRAINING (OJT) TRAINERS	250	.44	.0	.0	.0	4.29
D 123	REVIEW CURRICULUM CHANGES FOR TRAINING COURSES	251	.44	.0	.0	.0	5.38
E 161	PREPARE REPORTS ON USE OF AUDIO MATERIALS	252	.44	.0	.0	.0	9.74
F 172	COORDINATE ACTIVITIES AND STORIES INTERNALLY	253	.44	18.8	12.0	8.3	4.49
C 69	EVALUATE ALERT OR EMERGENCY PROCEDURES	254	.38	.0	.0	.0	5.68
C 75	EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	255	.38	3.1	6.0	2.1	6.22
D 109	DETERMINE RESIDENT COURSE TRAINING REQUIREMENTS	256	.38	.0	.0	.0	5.70
D 126	WRITE TRAINING REPORTS	257	.38	3.1	2.0	.0	5.28
E 130	COMPLETE MONTHLY STATION ACTIVITY	258	.38	6.3	4.0	6.3	5.58
I 302	COORDINATE REPLIES TO CIVILIAN INQUIRIES WITH APPROPRIATE AGENCIES	259	.38	18.8	14.0	18.8	4.98
B 44	INITIATE PERSONNEL ACTION REQUESTS	260	.31	6.3	12.0	6.3	4.53
E 135	MAINTAIN COMMUNITY RELATIONS FILES	261	.31	.0	.0	.0	4.40
E 145	MAINTAIN RADIO OR TV BROADCASTINGS RELATED FILES	262	.31	.0	.0	.0	4.39
F 196	PACK OR UNPACK REMOTE EQUIPMENT	263	.31	.0	.0	.0	3.34
G 251	TAKE NOTES AT MEETINGS OR ON-SCENE EVENTS FOR PUBLIC AFFAIRS USE	264	.31	3.1	4.0	6.3	4.32

791X2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

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OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

D TSM	TITLES	SEQ NUM	TMC EMP #	1-2 (M)	1-4 (M)	791 52 (M)	TSM DIF (F)
G 267	WRITE SPEECHES	265	.31	.0	2.0	2.1	7.12
I 304	COORDINATE USE OF AIR FORCE EQUIPMENT OR EXHIBITS IN COMMUNITY EVENTS	266	.31	9.4	8.0	4.2	5.40
I 312	PARTICIPATE IN BASE COMMUNITY COUNCIL SPONSORED EVENTS	267	.31	3.1	2.0	.0	4.03
I 313	PARTICIPATE IN PLANNING OPEN HOUSE ACTIVITIES	268	.31	6.3	6.0	4.2	5.66
I 318	PREPARE PROMOTIONAL MATERIAL ON MILITARY EVENTS OF INTEREST TO AREA COMMUNITIES	269	.31	.0	2.0	2.1	5.30
J 334	COORDINATE REPLIES TO NEWS MEDIA INQUIRIES	270	.31	3.1	2.0	2.1	5.63
M 400	ADAPT COPY OR SCRIPT FOR VIDEO PRESENTATIONS	271	.31	.0	.0	2.1	5.89
M 418	EDIT OR SPLICE VIDEO MATERIALS	272	.31	.0	.0	2.1	5.19
M 434	OPERATE VIDEOTAPE RECORDERS OR PLAYBACK UNITS	273	.31	.0	2.0	4.2	4.41
M 445	PERFORM PREOPERATIONAL CHECKS ON VIDEO CASSETTE MACHINES	274	.31	.0	.0	2.1	4.51
M 456	WRITE VIDEOTAPE SYNOPSIS	275	.31	.0	.0	.0	4.54
M 467	OPERATE EXPOSURE METERS	276	.31	6.3	8.0	8.3	4.48
M 475	REVIEW STOCK FILMS, VIDEOTAPES, OR SOUND TRACKS	277	.31	.0	.0	.0	3.89
O 490	MICROFILM HISTORICAL MATERIALS	278	.31	.0	.0	.0	4.59
B 31	CONDUCT STAFF MEETINGS	279	.25	3.1	6.0	2.1	4.33
F 183	MAINTAIN AIR FORCE ART COLLECTION	280	.25	.0	.0	.0	4.00
H 286	PREPARE BULLETIN BOARDS OR SIGN BOARDS	281	.25	3.1	4.0	4.2	3.60
I 306	MAINTAIN BACKGROUND FILES ON COMMUNITY GROUPS OR INDIV- IDUALS	282	.25	.0	2.0	4.2	4.58
J 352	RESPOND TO NEWS MEDIA INQUIRIES	283	.25	3.1	2.0	4.2	5.69
K 358	CLEAN FILM, RECORD, OR VIDEOTAPE	284	.25	.0	.0	.0	3.56
K 368	MAINTAIN RECORDS OF USE OF LIBRARY MATERIAL	285	.25	3.1	2.0	.0	3.89
L 375	CLEAN AUDIO RECORDING OR PLAYBACK HEADS	286	.25	3.1	4.0	4.2	3.15
L 383	EDIT OR SPLICE AUDIO TAPES	287	.25	.0	.0	.0	4.35
B 43	IMPLEMENT SUGGESTION PROGRAMS	288	.19	6.3	6.0	2.1	3.99
F 202	PLAN TOURS	289	.19	.0	2.0	4.2	4.61
F 213	READ CITATIONS FOR AWARD OR RETIREMENT CEREMONIES	290	.19	.0	4.0	6.3	2.92
D 99	ADMINISTER TESTS	291	.13	.0	.0	.0	3.87

791X2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

D TSK TITLES

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OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

SEQ TNG 1-2 1-4 TSK
NUM EMP 4 8 DIF
D (M) (M) (F)

Y 300 CONDUCTY BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS

N 461 CLEAN CAMERAS OR ACCESSORIES
N 462 COMPUTE DEPTH OF FIELD OR HYPERFOCAL DISTANCES
B 54 SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)
C 70 EVALUATE ARMED FORCES RADIO AND TELEVISION (AFRT) STATION OPERATIONS OR MAINTENANCE

C 95 SELECT INDIVIDUALS FOR SPECIALIZED TRAINING
D 111 DEVELOP RESIDENT COURSE OR CAREER DEVELOPMENT COURSE (CDC) CURRICULUM MATERIALS

D 124 SCORE TESTS
D 125 WRITE TEST QUESTIONS
A 13 ESTABLISH PROCEDURES FOR COLLECTING AND EVALUATING NEWS AND FEATURE ITEMS

A 18 ESTABLISH PROGRAMMING GUIDELINES FOR RADIO OR TELEVISION BROADCASTS

B 35 DIRECT NEWSPAPER MAKEUP AT PRINTING PLANTS
B 36 DIRECT OR SUPERVISE RADIO OR TELEVISION OPERATION ACTIVITIES

B 49 SUPERVISE APPRENTICE PUBLIC AFFAIRS SPECIALISTS (AFSC 79130)

B 50 SUPERVISE APPRENTICE RADIO AND TELEVISION (TV) BROADCASTING SPECIALISTS (AFSC 79131)

B 55 SUPERVISE PUBLIC AFFAIRS SPECIALISTS (AFSC 79150)
B 56 SUPERVISE PUBLIC AFFAIRS SUPERINTENDENT (AFSC 79199)

B 57 SUPERVISE PUBLIC AFFAIRS TECHNICIANS (AFSC 79170)
B 58 SUPERVISE RADIO AND TV BROADCASTING SPECIALISTS (AFSC 79151)

C 65 CRITIQUE NEWSPAPERS, MAGAZINES, OR NEWS RELEASES
C 66 ENDORSE CIVILIAN PERFORMANCE REPORTS

C 67 EVALUATE AD-70-COPY RATIOS

292	.13	3.1	2.0	4.2	4.04
293	.13	9.4	18.0	14.6	4.08
294	.13	6.3	8.0	6.3	4.83
295	.06	6.3	4.0	2.1	4.76
296	.06	3.1	2.0	.0	6.50
297	.06	.0	.0	.0	5.14
298	.06	3.1	2.0	.0	7.34
299	.06	.0	.0	.0	3.10
300	.06	.0	.0	.0	6.06
301	.00	6.3	4.0	4.2	5.02
302	.00	.0	.0	.0	6.09
303	.00	3.1	2.0	.0	5.61
304	.00	3.1	2.0	.0	7.02
305	.00	.0	.0	.0	5.79
306	.00	.0	.0	.0	5.97
307	.00	.0	.0	.0	5.54
308	.00	3.1	2.0	.0	4.61
309	.00	.0	.0	.0	5.42
310	.00	.0	.0	.0	5.99
311	.00	.0	.0	.0	5.93
312	.00	.0	.0	.0	5.40
313	.00	.0	.0	.0	4.31

D TSK	TITLES	SFQ NUM	TNG EMP	1-2 4	1-4 8	791 52	TSK DIF
		#	#0*	(M)	(M)	(M)	(F)
C 79	EVALUATE NEWSPAPER DISTRIBUTION PROCEDURES	314	.00	3.1	2.0	.0	3.82
C 83	EVALUATE PUBLIC AFFAIRS PRODUCTS FOR AWARDS	315	.00	3.1	2.0	.0	5.87
C 84	EVALUATE PUBLISHER PERFORMANCE	316	.00	3.1	2.0	.0	5.64
C 91	INDOORSE AIRMAN PERFORMANCE REPORTS (APR)	317	.00	.0	.0	.0	5.21
D 101	ASSIGN RESIDENT COURSE INSTRUCTORS	318	.00	.0	.0	.0	4.62
D 104	CONDUCT RESIDENT COURSE CLASSROOM TRAINING	319	.00	.0	.0	.0	6.30
D 105	CONDUCT TRAINING CONFERENCES	320	.00	.0	2.0	.0	6.18
E 127	ANNOTATE AND SUBMIT AFRTS FORMS 60 (RADIO PROGRAM INDEX)	321	.00	.0	.0	.0	4.49
E 128	ANNOTATE AND SUBMIT DD FORMS 2137 (AFRTS OUTLET/NETWORK REGISTRATION)	322	.00	.0	.0	.0	6.07
E 131	COMPLETE PUBLIC AFFAIRS PERSONNEL DIRECTORIES	323	.00	.0	.0	.0	3.84
E 133	MAINTAIN AFRTS FORMS 60 (RADIO PROGRAM INDEX)	324	.00	.0	.0	.0	4.04
E 137	MAINTAIN DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	325	.00	.0	.0	.0	3.45
E 141	MAINTAIN LOGS, SUCH AS HOMETOWN NEWS RELEASES, BASE TOURS, NEWSPAPER, OR PRODUCTION LOGS	326	.00	3.1	4.0	4.2	3.11
E 142	MAINTAIN MEDIA RELATIONS FILES	327	.00	.0	.0	.0	3.79
E 143	MAINTAIN PROGRAM BULLETINS	328	.00	6.3	4.0	4.2	2.31
E 158	PREPARE AND SUBMIT INPUT FOR MONTHLY STATION ACTIVITY REPORTS	329	.00	.0	.0	.0	5.43
E 164	REVIEW OR SUBMIT DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	330	.00	3.1	2.0	2.1	3.69
F 165	ANALYZE AUDIENCE OR READERSHIP SURVEYS	331	.00	3.1	2.0	.0	6.25
F 169	COMPLETE DATA FOR PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	332	.00	.0	.0	.0	4.48
F 170	CONDUCT AUDIENCE SURVEYS	333	.00	.0	.0	.0	6.12
F 178	DRAFT PUBLISHER CONTRACTS OR AGREEMENTS	334	.00	.0	.0	.0	6.66
F 186	MAINTAIN OR DISTRIBUTE LITHOGRAPH SERIES	335	.00	.0	.0	.0	3.03
F 188	MAINTAIN PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	336	.00	3.1	2.0	2.1	3.55
F 191	OPERATE PORTABLE ELECTRICAL GENERATORS	337	.00	.0	.0	.0	3.93
F 200	PLAN MAGAZINE LAYOUTS	338	.00	.0	.0	.0	6.39
F 201	PLAN NEWSPAPER LAYOUTS	339	.00	3.1	2.0	.0	6.28
F 203	PREPARE AUDIENCE OR READERSHIP SURVEYS	340	.00	3.1	2.0	.0	6.41

0 TSK	TITLES	SFO NUM	TNG EMP #	1-2 (M)	1-4 8 (M)	791 52 (M)	TSK DIF (F)
F 207	PREPARE OR MAINTAIN A DISASTER RESPONSE KITS FOR ON-SCENE, NEWS MEDIA CENTERS OR COMMAND POSTS	341	.00	.0	.0	.0	5.48
F 210	PREPLAN AUDIOVISUAL MISSION REQUIREMENTS	342	.00	.0	2.0	.0	5.42
F 211	PUBLICIZE DV VISITS OR SIGNIFICANT EVENTS INVOLVING BASE PERSONNEL, SUCH AS NOTICES POSTED ON MARQUES	343	.00	.0	.0	.0	4.15
F 212	READ AND DETERMINE SCRIPT REQUIREMENTS	344	.00	.0	.0	.0	5.52
F 215	REQUEST CLEARANCES FOR PERSONNEL TO APPEAR ON RADIO, TELEVISION, OR IN MOTION PICTURE PRODUCTIONS	345	.00	.0	.0	.0	4.17
F 216	REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED OR APPEARING IN PRODUCTIONS	346	.00	.0	2.0	2.1	3.69
F 221	RESPOND TO SONIC BOOM OR NOISE COMPLAINTS	347	.00	.0	.0	2.1	5.19
F 226	WRITE INTERVIEW QUESTIONS FOR AUDIO, VIDEO PROGRAMS, OR PRINT MEDIA	348	.00	6.3	4.0	6.3	5.37
G 230	CHECK STYLE CORRECTNESS USING ASSOCIATED PRESS STYLEBOOK AND LIBEL MANUAL	349	.00	3.1	2.0	2.1	4.84
G 231	DETERMINE USE OF PUBLIC AFFAIRS MATERIALS	350	.00	6.3	6.0	4.2	5.10
G 232	EDIT HEADLINES	351	.00	.0	.0	.0	5.01
G 233	EDIT MAGAZINE COPY	352	.00	.0	.0	.0	5.58
G 234	EDIT MEDIA RELEASES	353	.00	.0	.0	.0	5.40
G 235	EDIT NEWSPAPER COPY	354	.00	.0	.0	.0	5.46
G 236	EDIT RADIO SCRIPTS	355	.00	.0	.0	.0	5.31
G 237	EDIT SPEECHES	356	.00	.0	.0	.0	5.82
G 238	EDIT TELEVISION SCRIPTS	357	.00	.0	.0	.0	5.61
G 239	ESTABLISH PROCEDURES FOR COLLECTING NEWS MATERIALS, SUCH AS STRINGERS OR ASSIGNED BEATS	358	.00	3.1	2.0	2.1	5.25
G 240	GHOST-WRITE EDITORIALS	359	.00	.0	.0	2.1	6.26
G 241	GHOST-WRITE SPEECHES	360	.00	.0	.0	2.1	6.93
G 242	LOCALIZE NEWS SERVICE MATERIALS	361	.00	.0	.0	.0	4.39
G 244	REVIEW SCRIPTS, SPEECHES, OR PA MATERIALS FOR SECURITY, SENSITIVITY, POLICY, PROPRIETY, EDITORIALIZING, OR LIBEL	362	.00	.0	.0	.0	6.24
G 245	REWRITE COPY TO COMBINE STORIES OR CHANGE STORY EMPHASIS	363	.00	3.1	2.0	2.1	5.44

0 YSK	TITLES	SEQ NUM	TNG EMP #0*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	TSM DIF (F)
6 248	SELECT AND CROP PHOTOS FOR STORIES	364	.00	12.5	8.0	8.3	4.70
6 249	SELECT AND CROP PHOTOS FOR TELEVISION	365	.00	.0	.0	.0	5.10
6 250	SELECT SLIDES FOR TELEVISION	366	.00	.0	.0	.0	4.53
6 258	WRITE HEADLINES	367	.00	.0	.0	.0	4.88
6 261	WRITE NEWS SUMMARIES	368	.00	.0	.0	.0	5.32
6 263	WRITE RADIO SCRIPTS	369	.00	.0	.0	.0	5.80
6 268	WRITE SPORTS STORIES	370	.00	3.1	2.0	2.1	5.22
6 269	WRITE TELEVISION SCRIPTS	371	.00	.0	.0	.0	6.37
6 270	ADMINISTER COMMANDER'S STRAIGHT-TALK LINES	372	.00	.0	.0	.0	5.13
6 271	ADMINISTER COMMANDER'S TELEPHONE ACTION LINES	373	.00	.0	.0	.0	4.94
6 272	ARRANGE FOR OR DELIVER NEWSPAPERS TO LOCAL DISTRIBUTION POINTS	374	.00	.0	.0	.0	3.31
6 274	COORDINATE PRINTING OPERATIONS, INCLUDING ADVERTISEMENT PLACEMENTS AND COPY FLOW	375	.00	.0	.0	.0	5.32
6 275	DELIVER NEWSPAPER COPY TO PRINTERS	376	.00	.0	.0	.0	2.28
6 276	DESIGN BASE GUIDE LAYOUTS	377	.00	.0	.0	.0	6.19
6 277	DESIGN NEWSPAPER LAYOUTS	378	.00	.0	.0	.0	6.27
6 279	DISPLAY PUBLIC AFFAIRS MATERIALS IN HIGH TRAFFIC AREAS	379	.00	.0	.0	.0	3.59
6 280	DISTRIBUTE COMMANDER'S CALL TOPICS	380	.00	.0	.0	.0	3.12
6 281	DRAFT CONTRACTS OR AGREEMENTS FOR PRINTING	381	.00	.0	.0	.0	6.79
6 282	MARK INSTRUCTIONS, SUCH AS TYPE SIZE OR COLUMN WIDTH, ON COPY OR PHOTOS	382	.00	3.1	4.0	4.2	4.37
6 283	MONITOR DISTRIBUTION PROCEDURES FOR PUBLIC AFFAIRS PRODUCT, SUCH AS THE AIRMAN MAGAZINE, POLICY LETTERS, OR LITHOGRAPH	383	.00	.0	.0	.0	3.61
6 284	MONITOR FAMILY CORRESPONDENCE PROGRAM	384	.00	.0	.0	.0	3.76
6 285	MONITOR SQUADRON OPEN HOUSE PROGRAMS	385	.00	9.4	6.0	6.3	4.75
6 287	PREPARE COMMANDER'S CALL TOPICS	386	.00	.0	.0	.0	5.96
6 288	PREPARE CRITIQUES OF UNIT NEWSPAPER OR MAGAZINES	387	.00	.0	.0	.0	5.53
6 289	PREPARE PAGE DUMMIES	388	.00	.0	.0	.0	5.30
6 290	PREPARE TEMPORARY NEWS SHEETS FOR SPECIAL EVENTS	389	.00	.0	.0	.0	5.47
6 292	RESPOND TO RUMOR CONTROL SITUATIONS	390	.00	.0	.0	.0	

D YSK	TITLES	SEQ NUM	TNG EMP #D*	1-2 4 (M)	1-4 8 (M)	791 52 (M)	TSM DIF (F)
H 293	REVIEW BASE GUIDE LAYOUTS	391	.00	6.3	4.0	4.2	5.57
H 294	REVIEW COMMANDERS' CALLS FOR REQUIRED ACTIVITIES	392	.00	.0	.0	.0	4.35
H 295	REVIEW NEWSPAPER LAYOUTS	393	.00	.0	.0	.0	5.33
H 296	REVIEW OR SELECT NEWS SERVICE MATERIAL AND OTHER STORY INPUTS FOR PUBLICATIONS	394	.00	3.1	2.0	.0	4.86
H 297	SELECT MATERIALS FOR PUBLICATION	395	.00	6.3	6.0	6.3	5.12
H 298	UPDATE NEWSPAPER DISTRIBUTION LISTS	396	.00	.0	.0	.0	3.29
H 299	WRITE CRITIQUES ON UNIT COMMANDER'S CALL PRESENTATIONS	397	.00	.0	.0	.0	4.51
I 301	COORDINATE PARTICIPATION OF BASE PERSONNEL IN COMMUNITY ACTIVITIES	398	.00	.0	.0	.0	5.61
I 303	COORDINATE TOURS WITH BASE OR COMMUNITY AGENCIES	399	.00	.0	4.0	6.3	4.90
I 305	INITIATE OR EVALUATE FLYOVER OR AERIAL DEMONSTRATION	400	.00	.0	.0	2.1	5.79
I 307	REQUESTS	401	.00	.0	.0	.0	4.53
I 308	MAINTAIN SPEAKER BUREAU FILES	402	.00	.0	.0	.0	5.07
I 308	MAKE ARRANGEMENTS FOR LUNCHEONS OR ON-BASE MEETING FOR CIVILIAN GROUPS	403	.00	.0	.0	.0	2.95
I 309	MAKE ENTRIES IN SPEAKER OR BRIEFING LOGS	404	.00	.0	.0	.0	2.91
I 310	MAKE ENTRIES ON BASE TOUR LOGS	405	.00	.0	.0	.0	6.87
I 315	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COM- MUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT NOISE	406	.00	.0	.0	.0	7.35
I 316	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COM- MUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT MISHAPS	407	.00	.0	.0	2.1	5.48
I 317	PLAN BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS	408	.00	.0	.0	.0	5.50
I 319	PREPARE REQUESTS FOR MILITARY ORIENTATION FLIGHTS OF DISTIN- GUISHED PERSONS, ROTC CADETS, OR CIVIL AIR PATROL CADETS	409	.00	6.3	10.0	6.3	4.60
I 320	PROVIDE MATERIALS FOR SPEAKER ENGAGEMENTS, SUCH AS ORGANIZATION BACKGROUND MATERIALS OR VISUAL AIDS	410	.00	.0	.0	2.1	3.94
I 321	RESPOND TO REQUESTS FOR BASE TOURS	411	.00	3.1	2.0	.0	4.04
I 322	RESPOND TO REQUESTS FOR SPEAKERS	412	.00	.0	.0	.0	4.63
I 324	SET UP SPEAKER ENGAGEMENTS	413	.00	.0	.0	.0	6.17
J 325	ARRANGE FOR NEWS MEDIA ORIENTATION FLIGHTS						

D TSM	TITLES	SEQ NUM	TNG EMP	1-2 (M)	1-4 8 (M)	791 52 (M)	TSM OIF (F)
J 326	ARRANGE FOR NEWS MEDIA TOURS	414	.00	.0	.0	.0	5.87
J 327	BRIEF AIR FORCE PERSONNEL PRIOR TO MEDIA INTERVIEWS ON NEWS MEDIA INTERESTS AND TECHNIQUES	415	.00	.0	.0	.0	5.43
J 328	BRIEF COMMANDERS ON PUBLIC REACTIONS TO AIR FORCE ACTIVITIES	416	.00	.0	.0	.0	6.21
J 329	CONDUCT ACCIDENT AND SERIOUS INCIDENT BRIEFINGS	417	.00	.0	.0	.0	5.47
J 330	CONDUCT HOMETOWN NEWS RELEASE PROGRAM	418	.00	.0	.0	.0	4.25
J 331	COORDINATE ARRIVAL OF CIVILIAN PRESS AGENCY BY HELICOPTERS	419	.00	.0	.0	.0	6.28
J 332	COORDINATE NEWS MEDIA INTERVIEWS	420	.00	.0	.0	.0	5.93
J 333	COORDINATE PRESS CONFERENCES	421	.00	.0	.0	.0	6.53
J 335	DEVELOP NATIONAL FEATURE STORY PROGRAM IDEAS AND SYNOPSIS	422	.00	.0	.0	.0	6.10
J 336	DOCUMENT INCLUSIVE TIMES AND AGENCIES INVOLVED IN ESCORT OF NEWS MEDIA REPRESENTATIVES	423	.00	.0	.0	.0	4.82
J 337	DOCUMENT NEWS MEDIA INQUIRIES	424	.00	.0	.0	.0	4.08
J 338	DRAFT REPLIES TO NEWS MEDIA INQUIRIES	425	.00	.0	.0	.0	5.81
J 339	ESCORT NEWS MEDIA REPRESENTATIVES	426	.00	3.1	2.0	2.1	4.71
J 340	FORWARD PROMOTIONAL MATERIAL ON MILITARY EVENTS TO MEDIA OUTLETS	427	.00	.0	.0	.0	3.96
J 341	MAINTAIN NEWS MEDIA DISTRIBUTION LISTS	428	.00	.0	.0	.0	3.37
J 342	MAKE ENTRIES IN THE HOMETOWN NEWS RELEASE LOGS	429	.00	.0	.0	.0	2.52
J 343	MAKE ENTRIES IN THE MEDIA NEWS RELEASE LOGS	430	.00	.0	.0	.0	2.65
J 344	PREPARE CRITIQUES OF NEW RELEASES AND NATIONAL STORIES	431	.00	.0	.0	.0	5.25
J 345	PREPARE NATIONAL STORY IDEAS	432	.00	.0	.0	.0	5.85
J 346	PREPARE PRESS KITS	433	.00	.0	.0	.0	4.49
J 347	PREPARE REQUEST FOR MEDIA ORIENTATION FLIGHTS	434	.00	.0	.0	.0	5.78
J 348	PREPARE REQUEST FOR PRESS HELICOPTER LANDING CLEARANCES	435	.00	.0	.0	.0	5.93
J 349	PROVIDE NEWS RELEASES AND NEWS BEEPERS FOR RADIO, TV, AND PRINT MEDIA	436	.00	.0	.0	.0	5.51
J 350	PROVIDE SCRIPTS OR AUDIO TAPES FOR USE IN CIVILIAN NEWS OR FEATURE BROADCASTS	437	.00	.0	.0	.0	5.76

O TSK	TITLES	SEQ NUM	TRG EMP	1-2 (M)	1-4 8 (M)	791 52 (M)	TSK DIF (F)
J 351	PROVIDE STILL PHOTOGRAPHS, VIDEO TAPE, OR MOTION PICTURES FOR CIVILIAN NEWS BROADCASTS	438	.00	.0	.0	.0	5.04
J 353	REVIEW MEDIA RELATIONS POLICY	439	.00	.0	.0	.0	5.95
J 354	REVIEW NATIONAL STORY IDEAS	440	.00	3.1 2.0	2.0	.0	5.35
J 355	REVIEW PRINT MEDIA FOR ARTICLES OF INTEREST TO COMMANDER AND STAFF	441	.00	3.1 2.0	2.0	2.1	4.11
J 356	SET UP PRESS CENTERS	442	.00	.0	.0	.0	5.50
K 357	CATALOG AND LABEL ARMED FORCES RADIO AND TELEVISION SERVICE (AFRTS) PROGRAMMING MATERIALS	443	.00	.0	.0	.0	4.32
K 359	CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST CRITIQUE SESSIONS	444	.00	.0	.0	.0	5.04
K 360	CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST PREPLANNING CONFERENCES	445	.00	.0	.0	.0	5.34
K 361	COORDINATE DISPOSITION OF AFRTS PROGRAM MATERIALS	446	.00	.0	.0	.0	4.51
K 362	COORDINATE MAINTENANCE OF RADIO OR TV EQUIPMENT	447	.00	.0	.0	.0	5.23
K 363	COORDINATE REMOTE RADIO/TV COVERAGE OF SPECIAL EVENTS	448	.00	.0	.0	.0	6.12
K 364	DESIGN PRODUCTION AIDS	449	.00	.0	.0	.0	5.98
K 365	DETERMINE SELECTION, TIMING, AND SEQUENCING OF AUDIO- VISUAL MATERIAL FOR POSTPRODUCTION EDITING	450	.00	.0	.0	.0	6.24
K 366	ENSURE AVAILABILITY OF LOCALLY PRODUCED PROGRAM MATERIALS	451	.00	.0	.0	.0	4.93
K 367	MAINTAIN AFRTS SHIPPING DOCUMENT RECORDS	452	.00	.0	.0	.0	4.10
K 369	PERFORM INVENTORY OF AFRTS PROGRAM MATERIAL	453	.00	.0	.0	.0	4.38
K 370	PREPARE OR MAINTAIN CONTINUITY BOOKS	454	.00	.0	.0	.0	4.86
K 371	PREPARE OR MAINTAIN MASTER SCHEDULES	455	.00	.0	.0	.0	5.82
K 372	RECEIVE OR SHIP AFRT PROGRAM MATERIAL	456	.00	.0	.0	.0	4.14
K 373	REVIEW AFRT STATION PROGRAMS FOR CONTENT, QUALITY, OR TIMING	457	.00	.0	.0	.0	5.59
L 374	ADAPT COPY OR SCRIPT FOR RADIO PRESENTATIONS	458	.00	.0	.0	.0	5.76
L 376	CONDUCT ON-SITE SURVEYS OF REMOTE RADIO BROADCAST LOCATIONS	459	.00	.0	.0	.0	9.70

791XZ TRAINING EMPHASIS RATINGS-DESCENDING ORDER

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D TSK	TITLES	SEQ NUM	TNG EMP	1-4 (M)	791 52 (M)	TSM DIF (F)
L 377	CONDUCT RADIO BROADCAST PRODUCTION MEETINGS	460	.00	.0	.0	4.80
L 378	CONDUCT RADIO INTERVIEWS	461	.00	.0	.0	5.90
L 379	COORDINATE RADIO SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	462	.00	.0	.0	5.29
L 380	DIRECT AUDIO TAPE EDITING	463	.00	.0	.0	5.13
L 381	DIRECT RADIO PRODUCTIONS	464	.00	.0	.0	5.91
L 382	DUPLICATE AUDIO TAPES	465	.00	.0	.0	3.40
L 384	OPERATE AUDIO CONSOLES	466	.00	.0	.0	4.92
L 385	OPERATE AUDIO PATCH PANELS	467	.00	.0	.0	4.57
L 386	OPERATE AUDIO RECORDERS	468	.00	3.1	2.1	3.90
L 387	OPERATE REMOTE AUDIO SYSTEMS	469	.00	.0	.0	4.53
L 388	OPERATE TURNABLES	470	.00	.0	.0	3.20
L 389	PERFORM AS NARRATOR	471	.00	.0	.0	5.21
L 390	PERFORM AS RADIO ANNOUNCER	472	.00	.0	.0	5.70
L 391	PERFORM AS RADIO MODERATOR OR MASTER OF CEREMONIES (MC)	473	.00	.0	.0	6.31
L 392	PERFORM AS RADIO NEWSCASTER	474	.00	.0	.0	6.08
L 393	PERFORM RADIO SPOT ANNOUNCEMENTS	475	.00	.0	.0	5.45
L 394	PREPARE RADIO OR TV DAILY OPERATION LOGS	476	.00	.0	.0	5.13
L 395	RECORD "BEEPER"/RADIO NEWS REPORTS	477	.00	.0	.0	4.76
L 396	SELECT AND PLACE MICROPHONES	478	.00	3.1	2.1	4.50
L 397	SELECT BACKGROUND MUSIC OR SOUND EFFECTS FOR RADIO OR TV PRODUCTIONS	479	.00	.0	.0	4.93
L 398	SELECT MUSIC FOR RADIO BROADCASTS	480	.00	.0	.0	5.00
L 399	SELECT RADIO PROGRAM MATERIAL OTHER THAN MUSIC	481	.00	.0	.0	5.16
M 401	ADVISE DIRECTORS ON PROGRAM ELEMENTS, SUCH AS AVAILABILITY OF CAMERA SHOTS OR PROGRAM TIMING	482	.00	.0	.0	5.74
M 402	CHANGE BULBS IN LIGHTING FIXTURES	483	.00	3.1	2.1	2.72
M 403	CONDUCT ON-SITE SURVEYS OF REMOTE VIDEO BROADCAST LOCATIONS	484	.00	.0	.0	5.31
M 404	CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION CRITIQUE SESSIONS	485	.00	.0	.0	5.50

791X2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

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D TSK	TITLES	SFO NUM	TNG EMP	1-2 4	1-4 8	791 52	TSM DIF (F)
M 405	CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION PREPLANNING CONFERENCES	486	.00	.0	.0	.0	5.70
M 406	CONDUCT TELEVISION INTERVIEWS	487	.00	.0	.0	.0	6.32
M 407	CONDUCT TELEVISION PRODUCTION MEETINGS	488	.00	.0	.0	.0	5.48
M 408	CONSTRUCT SETS	489	.00	.0	.0	.0	5.70
M 409	COORDINATE TELEVISION SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	490	.00	.0	.0	.0	5.77
M 410	CREATE VIDEO STORY BOARDS	491	.00	.0	.0	.0	5.51
M 411	DESIGN SETS	492	.00	.0	.0	.0	6.04
M 412	DETERMINE ELECTRICAL REQUIREMENTS FOR ARTIFICIAL LIGHTING	493	.00	.0	.0	.0	5.51
M 413	DETERMINE LIGHTING EQUIPMENT AND ACCESSORIES	494	.00	3.1	2.0	2.1	5.24
M 414	DETERMINE SELECTION, TIMING, AND SEQUENCING OF VIDEO MATERIALS FOR TELEVISION POSTPRODUCTION EDITING	495	.00	.0	.0	.0	6.56
M 415	DIRECT TELEVISION PRODUCTIONS	496	.00	.0	.0	.0	7.39
M 416	DIRECT VIDEOTAPE EDITING	497	.00	.0	.0	.0	6.54
M 417	DUPPLICATE VIDEO TAPES	498	.00	.0	.0	.0	3.58
M 419	ENSURE PROPER APPEARANCE OF TALENT	499	.00	.0	.0	.0	3.70
M 420	INSPECT CONDITION OF VIDEO MATERIALS	500	.00	.0	.0	.0	3.34
M 421	INSTRUCT CREWS ON PRODUCTION REQUIREMENTS PRIOR TO TAPING OR FILMING	501	.00	.0	.0	.0	4.80
M 422	INSTRUCT TALENT	502	.00	.0	.0	.0	4.64
M 425	OPERATE CHARACTER GENERATORS	503	.00	.0	.0	.0	5.14
M 426	OPERATE ELECTRONIC TIME CODE GENERATORS	504	.00	.0	.0	.0	4.88
M 427	OPERATE FOLLOW SPOTLIGHTS	505	.00	.0	.0	.0	3.45
M 428	OPERATE LIGHTING CONTROL PANELS	506	.00	.0	.0	.0	4.50
M 429	OPERATE REMOTE PORTABLE TELEVISION CAMERAS OR RECORDERS	507	.00	.0	.0	.0	5.56
M 430	OPERATE REMOTE TELECINE CONTROLS	508	.00	.0	.0	.0	4.17
M 431	OPERATE REMOTE VIDEOTAPE RECORDER (VTR) CONTROLS	509	.00	.0	.0	.0	4.26
M 432	OPERATE VIDEO CONSOLES	510	.00	.0	.0	.0	5.89
M 433	OPERATE VIDEO PATCH PANELS	511	.00	.0	.0	.0	4.61
M 435	PERFORM AS FLOOR MANAGER	512	.00	.0	.0	.0	4.41

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791X2 TRAINING EMPHASIS RATINGS--DESCENDING ORDER

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D TSK	TITLES	SFO NUM	TNG EMP	1-2 4	1-4 8	791 52	TSK DIF (F)
		#	#D*	(M)	(M)	(M)	(F)
M 436	PERFORM AS TELEVISION ANNOUNCER	513	.00	.0	.0	.0	6.07
M 437	PERFORM AS TELEVISION MODERATOR OR MASTER OF CEREMONIES (MC)	514	.00	.0	.0	.0	6.63
M 438	PERFORM AS TELEVISION NEWSCASTER	515	.00	.0	.0	.0	6.75
M 439	PERFORM GRIP DUTIES, SUCH AS PULLING CABLES OR CHANGING GRAPHICS	516	.00	.0	.0	.0	3.16
M 440	PERFORM ON CAMERA IN ACTING ROLES	517	.00	.0	.0	.0	6.32
M 441	PERFORM OPERATOR MAINTENANCE ON VIDEO RECORDERS OR PLAYBACK UNITS	518	.00	.0	.0	.0	4.99
M 444	PERFORM PREOPERATIONAL CHECKS OF TELEVISION CAMERA EQUIP- MENT OR ACCESSORIES	519	.00	.0	.0	.0	4.42
M 446	PERFORM TELEVISION SPOT ANNOUNCEMENTS	520	.00	.0	.0	.0	5.66
M 447	PLACE STUDIO EQUIPMENT OR PROPS IN STORAGE	521	.00	.0	.0	.0	2.99
M 448	PREPARE MECHANICAL SPECIAL EFFECTS, OTHER THAN LIGHTING EFFECTS, FOR TELEVISION	522	.00	.0	.0	.0	5.79
M 449	PREPARE SHOOTING OUTLINES OR SHOT LISTS	523	.00	.0	.0	.0	5.13
M 450	PREPARE VISUAL AIDS FOR TELEVISION BROADCASTS	524	.00	.0	.0	.0	5.29
M 451	PROGRAM CHARACTER GENERATORS	525	.00	.0	.0	.0	5.79
M 452	SELECT TELEVISION PROGRAM MATERIALS	526	.00	.0	.0	.0	5.41
M 453	SELECT TV VISUALS	527	.00	.0	.0	.0	5.33
M 454	SET UP TV STUDIO LIGHTING	528	.00	.0	.0	.0	6.05
M 455	SLATE VIDEOTAPES	529	.00	.0	.0	.0	3.05
M 458	ASSEMBLE FILMED OR TAPED SEQUENCES	530	.00	.0	.0	.0	5.44
M 459	ASSEMBLE SOUND TRACK SEQUENCES	531	.00	.0	.0	.0	5.49
M 463	MARK FILM FOR OPTICAL EFFECTS, SUCH AS FADES OR DISSOLVES	532	.00	.0	.0	.0	4.97
M 465	OPERATE EFP EQUIPMENT	533	.00	.0	.0	.0	5.81
M 471	PERFORM OPERATOR MAINTENANCE ON EFP EQUIPMENT	534	.00	.0	.0	.0	5.03
M 472	PERFORM OPERATOR MAINTENANCE ON FILM EDITING EQUIPMENT	535	.00	.0	.0	.0	4.51
M 474	PREPARE SOUND RECORDING OR MIXING CUE SHEETS	536	.00	.0	.0	.0	5.02
M 476	SELECT EQUIPMENT, ACCESSORIES, OR SUPPLIES FOR ASSIGNMENT	537	.00	6.3	6.0	4.2	4.69
M 477	SET UP EFP EQUIPMENT	538	.00	.0	.0	.0	4.52

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79JX2 TRAINING EMPHASIS RATINGS-DESCENDING ORDER

SFQ	TNG	J-2	1-4	791	TSK
NUM	EMP	4	8	52	DIF
#	#	(M)	(M)	(M)	(F)
539	.00	.0	.0	.0	4.41

0 TSK TITLES

N 478 SET UP ELECTRICAL RELAY BOXES

791X2 OCCUPATIONAL SURVEY DATA (INVENTORY ORDER)

791X2 TASKS ARE PRESENTED IN USAF JOB INVENTORY ORDER UNDER DUTY HEADINGS, WITH PERCENT OF TICF/DAFSC GROUP MEMBERS PERFORMING TASKS, THE RELATIVE TASK DIFFICULTY AND TRAINING EMPHASIS PRESENTED TO THE RIGHT OF EACH TASK.

NOTE THAT TASKS ARE LISTED IN ALPHABETICAL ORDER UNDER EACH DUTY HEADING SO THAT TASKS MAY BE EASILY LOCATED AND CROSS-REFERENCED. DIFFERENCES BETWEEN GROUPS MAY BE HIGHLIGHTED BY COMPARING THE LARGE DIFFERENCES IN PERCENT PERFORMING EACH TASK ACROSS GROUPS.

VECTOR TYPE CODES:

- (T) = % TIME SPENT BY ALL MEMBERS
- (M) = % MEMBERS PERFORMING
- (F) = TASK FACTOR
- (D) = DICHOTOMOUS SET
- (B) = % TIME SPENT BY MEMBERS PERFORMING
- (-) = PROGRAM GENERATED VECTOR

HIGH IN TRAINING EMPHASIS = 3,34+

NO TYPE VECTOR MEAN - SD DESCRIPTION

/MEMBERS/

1	D	INGEMP	1.35	1.99	TRAINING EMPHASIS RATINGS 791X2
2	M	1-48	50		791X2 AIRMEN WITH 1-48 MOS TICF
3	M	49-96	31		791X2 AIRMEN WITH 49-96 MOS TICF
4	M	97+	19		791X2 AIRMEN WITH 97+ MOS TICF
5	M	79152	48		DAFSC 79152 AIRMEN
6	M	79172	52		DAFSC 79172 AIRMEN
7	F	TSMOIF	5.00	1.00	AFSC 791XX TASK DIFFICULTY RATINGS

791X2 OCCUPATIONAL SURVEY DATA (INVENTORY ORDER)

791X2 TASKS ARE PRESENTED IN USAF JOB INVENTORY ORDER UNDER DUTY HEADINGS, WITH PERCENT OF TICF/DAFSC GROUP MEMBERS PERFORMING TASKS, THE RELATIVE TASK DIFFICULTY AND TRAINING EMPHASIS PRESENTED TO THE RIGHT OF EACH TASK.

NOTE THAT TASKS ARE LISTED IN ALPHABETICAL ORDER UNDER EACH DUTY HEADING SO THAT TASKS MAY BE EASILY LOCATED AND CROSS-REFERENCED. DIFFERENCES BETWEEN GROUPS MAY BE HIGHLIGHTED BY COMPARING THE LARGE DIFFERENCES IN PERCENT PERFORMING EACH TASK ACROSS GROUPS.

D TSK	TTLES	1-4 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSM DIF (F)
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A ORGANIZING AND PLANNING

A 1 ASSIGN PERSONNEL TO DUTY POSITIONS

A 2 ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL

A 3 COORDINATE PROTOCOL ACTIVITIES

A 4 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT,
OR SUPPLIESA 5 DETERMINE TARGET AUDIENCES FOR DISTRIBUTION OF
INFORMATIONAL PRODUCTS

A 6 DETERMINE WORK PRIORITIES

A 7 DEVELOP ORGANIZATIONAL CHARTS

A 8 DEVELOP WORK METHODS OR PROCEDURES

A 9 DRAFT BUDGET OR FINANCIAL REQUIREMENTS

A 10 ESTABLISH LIAISON WITH LOCAL COMMANDERS

A 11 ESTABLISH OR MAINTAIN PLANS, OPERATIONS ORDERS, OR
ANNEXES

A 12 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES

A 13 ESTABLISH PROCEDURES FOR COLLECTING AND EVALUATING NEWS
AND FEATURE ITEMSA 14 ESTABLISH PROCEDURES FOR LIAISON WITH UNIT PUBLIC AFFAIRS
REPRESENTATIVES (UPAR)A 15 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR
COMPLIANCE WITH SECURITY REGULATIONSA 16 ESTABLISH PROCEDURES FOR REVIEW OF MATERIAL FOR COMPLIANCE
WITH LOCAL, HOST COUNTRY, OR AIR FORCE POLICYA 17 ESTABLISH PROCEDURES FOR SPECIAL EVENTS, SUCH AS OPEN
HOUSESA 18 ESTABLISH PROGRAMMING GUIDELINES FOR RADIO OR TELEVISION
BROADCASTS

A 19 ESTABLISH PUBLICATION LIBRARIES

A 20 ESTABLISH UNIT ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS
(OI), OR STANDING OPERATING PROCEDURES (SOP)

A 21 PLAN BRIEFINGS

A 22 PLAN LAYOUT OF FACILITIES

A 23 PLAN SAFETY PROGRAMS

A 24 PLAN SECURITY PROGRAMS

A 25 PLAN WORK ASSIGNMENTS

A 26 PREPARE UNIT EMERGENCY PLANS

A 27 REVIEW PLANS

A 28 SCHEDULE LEAVES OR PASSES

A 29 WRITE JOB DESCRIPTIONS

A 30 WRITE PLANS OR ANNEXES

791X2 OCCUPATIONAL SURVEY DATA (INVENTORY ORDER)

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OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

O YSK	TITLES	TNG EMP (D)	1-4 8 (M)	49- 96 (M)	97- (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
----- B DIRECTING AND IMPLEMENTING -----								
B 31	CONDUCT STAFF MEETINGS	.25	6.0	.0	.0	2.1	3.8	4.33
B 32	COUNSEL PERSONNEL ON PERSONAL OR MILITARY RELATED PROBLEMS	.75	16.0	19.4	31.6	10.4	28.8	5.99
B 33	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	1.25	12.0	12.9	15.8	16.7	9.6	3.90
B 34	DIRECT MAINTENANCE OF ADMINISTRATIVE FILES	2.94	20.0	25.8	26.3	27.1	26.9	4.35
B 35	DIRECT NEWSPAPER MAKEUP AT PRINTING PLANTS	.00	2.0	.0	.0	.0	1.9	5.61
B 36	DIRECT OR SUPERVISE RADIO OR TELEVISION OPERATION ACTIVITIES	.00	2.0	.0	.0	.0	1.9	7.02
B 37	DIRECT UTILIZATION OF EQUIPMENT	2.12	18.0	12.9	21.1	12.5	21.2	4.76
B 38	DRAFT DIRECTIVES OR SUPPLEMENTS TO EXISTING DIRECTIVES OTHER THAN OI OR SOP	.81	4.0	12.9	15.8	10.4	7.7	6.26
B 39	ESTABLISH DEADLINES	3.87	46.0	54.8	57.9	52.1	50.0	4.51
B 40	IMPLEMENT COST-REDUCTION PROGRAMS, SUCH AS FRAUD, WASTE, AND ABUSE	.75	8.0	12.9	5.3	8.3	9.6	4.51
B 41	IMPLEMENT SAFETY PROGRAMS	1.44	18.0	19.4	26.3	18.8	21.2	4.01
B 42	IMPLEMENT SECURITY PROGRAMS	3.13	36.0	48.4	57.9	45.8	42.3	4.39
B 43	IMPLEMENT SUGGESTION PROGRAMS	.19	6.0	.0	5.3	2.1	5.8	3.99
B 44	INITIATE PERSONNEL ACTION REQUESTS	.31	12.0	3.2	10.5	6.3	11.5	4.53
B 45	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	1.06	16.0	19.4	26.3	10.4	26.9	5.50
B 46	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	2.19	40.0	48.4	36.8	41.7	42.3	3.73
B 47	MANAGE PUBLIC AFFAIRS ACTIVITIES	.56	.0	3.2	.0	.0	1.9	6.46
B 48	SUPERVISE APPRENTICE HISTORIAN SPECIALISTS (AFSC 79132)	2.06	12.0	6.5	21.1	10.4	13.5	5.31
B 49	SUPERVISE APPRENTICE PUBLIC AFFAIRS SPECIALISTS (AFSC 79130)	.00	.0	.0	.0	.0	.0	5.79
B 50	SUPERVISE APPRENTICE RADIO AND TELEVISION (TV) BROADCASTING SPECIALISTS (AFSC 79131)	.00	.0	.0	.0	.0	.0	5.97
B 51	SUPERVISE BASE NEWSPAPER OR GUIDE PROGRAMS	.56	.0	.0	.0	.0	.0	6.05
B 52	SUPERVISE CIVILIAN PERSONNEL	.56	4.0	.0	5.3	4.2	1.9	5.93
B 53	SUPERVISE HISTORIAN SPECIALISTS (AFSC 79152)	1.25	6.0	6.5	26.3	.0	19.2	5.00
B 54	SUPERVISE HISTORIAN TECHNICIANS (AFSC 79172)	.06	4.0	.0	10.5	2.1	5.8	4.76
B 55	SUPERVISE PUBLIC AFFAIRS SPECIALISTS (AFSC 79150)	.00	.0	.0	.0	.0	.0	5.54
B 56	SUPERVISE PUBLIC AFFAIRS SUPERINTENDENT (AFSC 79199)	.00	2.0	.0	.0	.0	1.9	4.61
B 57	SUPERVISE PUBLIC AFFAIRS TECHNICIANS (AFSC 79170)	.00	.0	.0	.0	.0	.0	5.42
B 58	SUPERVISE RADIO AND TV BROADCASTING SPECIALISTS (AFSC 79151)	.00	.0	.0	.0	.0	.0	5.99
B 59	SUPERVISE RADIO AND TV BROADCASTING TECHNICIANS (AFSC 79171)	1.56	2.0	.0	.0	.0	1.9	5.65
----- C INSPECTING AND EVALUATING -----								
C 60	ANALYZE WORKLOAD REQUIREMENTS	4.31	52.0	38.7	52.6	50.0	46.2	6.17
C 61	BRIEF COMMANDERS AND STAFF PERSONNEL ON THE STATUS OF HISTORICAL OR PUBLIC AFFAIRS PROGRAMS	3.56	84.0	67.7	68.4	83.3	69.2	5.30
C 62	CONDUCT JOB APPLICANT INTERVIEWS	1.12	18.0	12.9	26.3	14.6	21.2	5.59
C 63	CONDUCT STAFF ASSISTANCE VISITS	1.62	6.0	16.1	42.1	8.3	23.1	6.09

O	YSH	TITLES	TNG FMP (D)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
C	64	CRITIQUE MONOGRAPHS, CHRONOLOGIES, SPECIAL REPORTS, OR HISTORY REPORTS	1.44	20.0	41.9	52.6	16.7	48.1	6.01
C	65	CRITIQUE NEWSPAPERS, MAGAZINES, OR NEWS RELEASES	.00	.0	3.2	.0	.0	1.9	5.93
C	66	ENDORSE CIVILIAN PERFORMANCE REPORTS	.00	.0	.0	5.3	.0	1.9	5.40
C	67	EVALUATE AD-TO-COPY RATIOS	.00	.0	.0	.0	.0	.0	4.31
C	68	EVALUATE ADMINISTRATIVE FORMS, FILES, OR PROCEDURES	1.69	20.0	22.6	21.1	16.7	25.0	4.88
C	69	EVALUATE ALERT OR EMERGENCY PROCEDURES	.34	.0	3.2	10.5	.0	5.8	5.68
C	70	EVALUATE ARMED FORCES RADIO AND TELEVISION (AFRT) STATION OPERATIONS OR MAINTENANCE	.04	2.0	.0	.0	.0	1.9	6.50
C	71	EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	1.19	10.0	25.8	21.1	4.2	28.8	7.10
C	72	EVALUATE COMPLIANCE WITH PERFORMANCE STANDARDS	1.31	16.0	6.5	36.8	6.3	26.9	5.88
C	73	EVALUATE CROSS TRAINEE APPLICANTS	1.24	22.0	19.4	36.8	22.2	25.0	5.65
C	74	EVALUATE HISTORY PRODUCTS FOR AWARDS	1.06	8.0	3.2	21.1	4.2	13.5	6.39
C	75	EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	.38	6.0	.0	15.8	2.1	9.6	6.22
C	76	EVALUATE INSPECTION REPORTS OR PROCEDURES	1.69	10.0	9.7	26.3	6.3	19.2	5.60
C	77	EVALUATE JOB DESCRIPTIONS	.94	2.0	3.2	10.5	.0	7.7	5.23
C	78	EVALUATE MAINTENANCE OR USE OF WORKSPACE, EQUIPMENT, OR SUPPLIES	1.75	12.0	22.6	21.1	10.4	23.1	5.07
C	79	EVALUATE NEWSPAPER DISTRIBUTION PROCEDURES	.00	2.0	.0	.0	.0	1.9	3.82
C	80	EVALUATE PROCEDURES FOR STORAGE, INVENTORY, OR INSPECTION OF PROPERTY ITEMS	1.44	10.0	12.9	15.8	10.4	13.5	4.22
C	81	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, OR DISSEMINATING INFORMATION MATERIALS	1.06	16.0	9.7	10.5	8.3	17.3	5.12
C	82	EVALUATE PROCEDURES USED IN COLLECTING, EVALUATING, MAINTAINING, OR DISSEMINATING HISTORICAL MATERIALS	3.75	34.0	58.1	52.6	33.3	55.8	5.59
C	83	EVALUATE PUBLIC AFFAIRS PRODUCTS FOR AWARDS	.00	2.0	.0	.0	.0	1.9	5.87
C	84	EVALUATE PUBLISHER PERFORMANCE	.00	2.0	.0	.0	.0	1.9	5.64
C	85	EVALUATE SAFETY PROGRAMS	1.81	2.0	.0	15.8	4.2	3.8	4.21
C	86	EVALUATE SECURITY PROGRAMS	1.88	8.0	19.4	31.6	12.5	19.2	4.75
C	87	EVALUATE SUGGESTIONS	.75	8.0	.0	10.5	6.3	5.8	4.79
C	88	EVALUATE UNIT EMERGENCY PLANS	1.00	4.0	9.7	10.5	4.2	9.6	5.29
C	89	EVALUATE UNIT HISTORIES	3.06	30.0	58.1	57.9	31.3	55.8	5.01
C	90	EVALUATE WORK SCHEDULES	1.44	10.0	6.5	10.5	6.3	11.5	4.89
C	91	ENDORSE AIRMAN PERFORMANCE REPORTS (APR)	.00	.0	3.2	10.5	.0	5.8	5.21
C	92	PREPARE MISMAP OR INCIDENT REPORTS	.75	2.0	3.2	.0	2.1	1.9	5.07
C	93	REVIEW DRAFT OF CHAPTERS, MANUSCRIPTS, OR TECHNICAL PAPERS	5.50	60.0	48.4	63.2	52.1	61.5	6.09
C	94	REVIEW HISTORICAL REPORTS FOR COMPLETENESS OR CLARITY	5.25	76.0	71.0	68.4	66.7	78.8	5.95
C	95	SELECT INDIVIDUALS FOR SPECIALIZED TRAINING	.06	.0	3.2	.0	.0	1.9	5.14
C	96	WRITE APR	1.50	12.0	19.4	21.1	6.3	25.0	6.15
C	97	WRITE CIVILIAN PERFORMANCE RATINGS OR SUPERVISORY APPRAISALS	.69	.0	.0	5.3	.0	1.9	6.21
C	98	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS	3.25	28.0	48.4	31.6	29.2	40.4	6.81

D TRAINING

TITLE	TNG FMP (U)	1-4 R (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
D 99 ADMINISTER TESTS	.13	.0	.0	.0	.0	.0	3.87
D 100 ASSIGN ON-THE-JOB TRAINING (OJT) TRAINERS	.44	.0	.0	.0	.0	.0	4.29
D 101 ASSIGN RESIDENT COURSE INSTRUCTORS	.00	.0	.0	.0	.0	.0	4.62
D 102 CONDUCT OJT	2.50	18.0	12.9	21.1	14.6	19.2	5.97
D 103 CONDUCT PROFICIENCY OR QUALIFICATION TRAINING	1.81	8.0	3.2	10.5	4.2	9.6	5.69
D 104 CONDUCT RESIDENT COURSE CLASSROOM TRAINING	.00	.0	.0	.0	.0	.0	6.30
D 105 CONDUCT TRAINING CONFERENCES	.00	2.0	6.5	21.1	.0	13.5	6.18
D 106 COUNSEL TRAINEES ON TRAINING PROGRESS	2.06	14.0	9.7	26.3	6.3	23.1	5.19
D 107 DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION	1.88	22.0	12.9	10.5	14.6	19.2	4.17
D 108 DETERMINE OJT TRAINING REQUIREMENTS	2.19	12.0	16.1	10.5	6.3	19.2	5.35
D 109 DETERMINE RESIDENT COURSE TRAINING REQUIREMENTS	.38	.0	.0	.0	.0	.0	5.70
D 110 DEVELOP OR MAINTAIN TRAINING RECORDS, CHARTS, OR GRAPHS	1.94	20.0	19.4	21.1	14.7	23.1	5.04
D 111 DEVELOP RESIDENT COURSE OR CAREER DEVELOPMENT COURSE (CDC)	.06	2.0	.0	.0	.0	1.9	7.34
CURRICULUM MATERIALS							
D 112 DIRECT OR IMPLEMENT OJT PROGRAMS	1.88	6.0	3.2	15.8	2.1	11.5	5.75
D 113 DIRECT OR IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	.81	2.0	6.5	5.3	2.1	5.8	5.52
D 114 ESTABLISH STUDY REFERENCE FILES	1.00	4.0	6.5	.0	4.2	3.8	4.69
D 115 EVALUATE OJT TRAINEES	2.06	10.0	6.5	10.5	6.3	11.5	5.47
D 116 EVALUATE OJT TRAINERS	.50	.0	.0	.0	.0	.0	5.56
D 117 EVALUATE PROGRESS OF STUDENTS	1.75	4.0	3.2	15.8	.0	11.5	5.17
D 118 EVALUATE TRAINING METHODS OR TECHNIQUES	1.56	10.0	.0	15.8	2.1	13.5	5.95
D 119 IMPLEMENT OJT PROGRAMS	2.37	12.0	3.2	10.5	4.2	13.5	5.65
D 120 IMPLEMENT TRAINING PROGRAMS OTHER THAN OJT	.75	8.0	.0	10.5	6.3	5.8	5.36
D 121 PLAN OJT	2.44	10.0	6.5	10.5	8.1	9.6	5.90
D 122 PROCURE TRAINING AIDS, SPACE, OR EQUIPMENT	1.06	8.0	6.5	5.3	6.3	7.7	4.56
D 123 REVIEW CURRICULUM CHANGES FOR TRAINING COURSES	.44	.0	.0	.0	.0	.0	5.38
D 124 SCORE TESTS	.06	.0	.0	.0	.0	.0	3.10
D 125 WRITE TEST QUESTIONS	.06	.0	.0	.0	.0	.0	6.06
D 126 WRITE TRAINING REPORTS	.38	2.0	.0	5.3	.0	3.8	5.28
PREPARING AND MAINTAINING FILES, RECORDS, AND REPORTS							
E 127 ANNOTATE AND SUBMIT AFRTS FORMS 60 (RADIO PROGRAM INDEX)	.00	.0	.0	.0	.0	.0	4.49
E 128 ANNOTATE AND SUBMIT DD FORMS 2137 (AFRTS OUTLET/NETWORK REGISTRATION)	.00	.0	.0	.0	.0	.0	6.07
E 129 COMPILE HISTORICAL PERSONNEL DIRECTORIES	1.88	24.0	6.5	26.3	14.6	23.1	4.32
E 130 COMPILE MONTHLY STATION ACTIVITY	.38	4.0	3.2	.0	6.3	.0	5.58
E 131 COMPILE PUBLIC AFFAIRS PERSONNEL DIRECTORIES	.00	.0	.0	.0	.0	.0	3.84
E 132 MAINTAIN ADMINISTRATIVE FILES	4.17	76.0	58.1	73.7	79.2	61.5	4.99
E 133 MAINTAIN AFRTS FORMS 60 (RADIO PROGRAM INDEX)	.00	.0	.0	.0	.0	.0	4.04
E 134 MAINTAIN AIR FORCE PUBLICATION INDEXES	1.69	12.0	16.1	.0	12.5	9.6	4.13
E 135 MAINTAIN COMMUNITY RELATIONS FILES	.31	.0	.0	.0	.0	.0	4.40
E 136 MAINTAIN CURRENT OR FUTURE UNIT HISTORY RESEARCH FILES	6.62	90.0	67.7	84.2	91.7	73.1	4.96
E 137 MAINTAIN DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	.00	.0	.0	.0	.0	.0	3.45
E 138 MAINTAIN FILES OF ADDITIONAL DUTY HISTORIAN APPOINTMENTS	4.00	84.0	74.2	57.9	81.3	71.2	3.31
E 139 MAINTAIN FILES OF PAST EDITIONS OF BASE NEWSPAPERS	1.04	20.0	22.6	10.5	25.0	13.5	2.28
E 140 MAINTAIN INTERNAL INFORMATION FILES	.75	20.0	12.9	5.3	20.8	9.6	3.72

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D YSK	TITLE	TMG (D)	1-4 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
E 141	MAINTAIN LOGS, SUCH AS HOMETOWN NEWS RELEASES, BASE TOURS, NEWSPAPER, OR PRODUCTION LOGS	.00	.0	.0	.0	4.2	.0	3.11
E 142	MAINTAIN MEDIA RELATIONS FILES	.00	.0	.0	.0	.0	.0	3.79
E 143	MAINTAIN PROGRAM BULLETINS	.00	.0	.0	.0	4.2	1.9	2.31
E 144	MAINTAIN QUARTERLY HISTORICAL SERVICES OR QUERIES LOGS	5.44	80.0	67.7	89.5	83.3	73.1	2.90
E 145	MAINTAIN RADIO OR TV BROADCASTING RELATED FILES	.31	.0	.0	.0	.0	.0	4.39
E 146	MAINTAIN UNIT ROSTERS OF ADDITIONAL DUTY PUBLIC AFFAIRS REPRESENTATIVES	.69	.0	.0	.0	.0	.0	2.89
E 147	MAKE ENTRIES ON AF FORMS 80 (FILES MAINTENANCE AND DISPOSITION PLAN)	4.62	86.0	54.8	57.9	89.6	53.8	4.12
E 148	MAKE ENTRIES ON AF FORMS 82 (FILES DISPOSITION CONTROL LABEL)	3.69	82.0	51.6	57.9	83.3	53.8	3.96
E 149	MAKE ENTRIES ON DD FORMS 2266 (INFORMATION FOR HOMETOWN NEWS RELEASE)	1.00	2.0	.0	.0	2.1	.0	3.13
E 150	PREPARE AND MAINTAIN AF FORMS 12 (ACCOUNTABLE CONTAINER RECEIPT)	5.75	72.0	54.8	94.7	72.9	69.2	3.31
E 151	PREPARE AND MAINTAIN AF FORMS 302 (ROOM OR AREA SECURITY INSPECTION RECORD)	5.25	86.0	71.0	94.7	87.5	78.8	2.56
E 152	PREPARE AND MAINTAIN AF FORMS 310 (DOCUMENT RECEIPT AND DESTRUCTION CERTIFICATE)	5.87	74.0	54.8	94.7	72.9	71.2	3.55
E 153	PREPARE AND MAINTAIN AF FORMS 502 (PERSONS RESPONSIBLE FOR STORAGE FACILITY/CONTAINER)	4.69	72.0	64.5	84.2	75.0	69.2	3.22
E 154	PREPARE AND MAINTAIN CLASSIFIED RECORDS	6.19	82.0	64.5	89.5	81.3	75.0	5.50
E 155	PREPARE AND MAINTAIN OF FORMS 62 (SAFE OR CABINET SECURITY RECORD)	3.37	82.0	64.5	78.9	81.3	71.2	3.27
E 156	PREPARE AND SUBMIT AFTER-ACTION REPORTS ON SPECIAL ACTIVITIES	1.44	.0	9.7	10.5	6.3	3.8	5.50
E 157	PREPARE AND SUBMIT AF TO FORMS 349 (MAINTENANCE DATA COLLECTION RECORD)	.56	.0	6.5	10.5	2.1	9.6	4.45
E 158	PREPARE AND SUBMIT INPUT FOR MONTHLY STATION ACTIVITY REPORTS	.00	.0	.0	.0	.0	.0	5.43
E 159	PREPARE AND SUBMIT WORKLOAD FACTOR REPORTS	.81	.0	3.2	.0	.0	1.9	5.99
E 160	PREPARE QUARTERLY HISTORICAL SERVICES OR QUERIES REPORTS	4.69	86.0	77.4	89.5	95.8	73.1	4.69
E 161	PREPARE REPORTS ON USE OF AUDIO MATERIALS	.44	.0	.0	.0	.0	.0	4.74
E 162	PREPARE REQUESTS FOR ADMINISTRATIVE, TECHNICAL, OR HISTORICAL INFORMATION	4.06	72.0	77.4	78.9	77.1	73.1	4.58
E 163	PREPARE REQUESTS FOR EXPENDITURE OF FUNDS, SUCH AS PRINTING OR SUPPLY FUNDS	1.69	10.0	16.1	15.8	10.4	15.4	5.78
E 164	REVIEW OR SUBMIT DD FORMS 2266 (HOMETOWN NEWS RELEASE DATA)	.00	2.0	.0	.0	2.1	.0	3.69
F	PERFORMING GENERAL PUBLIC AFFAIRS, BROADCASTING, OR HISTORIAN TASKS							
F 165	ANALYZE AUDIENCE OR READERSHIP SURVEYS	.00	2.0	.0	.0	.0	1.9	6.25
F 166	ARRANGE FOR MAILING OR SHIPMENT OF EQUIPMENT, SUPPLIES, OR MATERIALS	2.75	44.0	41.9	47.4	41.7	46.2	4.44

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D TSM	TITLE	TNG EMP (O)	1-4 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSM DIF (F)
F 167	ASSEMBLE SLIDES FOR TAPE OR SLIDE PRESENTATIONS	1.54	22.0	22.6	5.3	20.8	17.3	4.49
F 168	CATALOG AND LABEL AUDIOVISUAL MATERIALS	1.25	12.0	19.4	5.3	14.6	11.5	3.83
F 169	COMPILE DATA FOR PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	.00	.0	.0	.0	.0	.0	4.48
F 170	CONDUCT AUDIENCE SURVEYS	.00	.0	.0	.0	.0	.0	6.15
F 171	CONDUCT IN-HOUSE ORGANIZATIONAL TOURS	.81	8.0	3.2	.0	10.4	.0	4.30
F 172	COORDINATE ACTIVITIES AND STORIES INTERNALLY	.44	12.0	6.5	.0	8.3	7.7	4.49
F 173	COORDINATE MISSION REQUIREMENTS WITH CUSTOMERS	1.37	6.0	3.2	5.3	4.2	5.8	5.01
F 174	COORDINATE PRODUCTION OF ART WORK OTHER THAN PHOTOS WITH GRAPHICS SHOPS	1.25	16.0	25.8	15.8	16.7	21.2	4.19
F 175	COORDINATE WITH AGENCIES OR INDIVIDUALS TO COMPLETE ASSIGNMENTS	3.50	32.0	29.0	26.3	22.9	36.5	4.90
F 176	COORDINATE WITH TECHNICAL ADVISORS ON THE ACCURACY OF STORY OR HISTORICAL MATERIALS	5.06	68.0	67.7	68.4	60.4	75.0	5.00
F 177	DOCUMENT INQUIRIES FROM INTERNAL OR EXTERNAL SOURCES OTHER THAN NEWS MEDIA	1.75	30.0	22.6	15.8	27.1	23.1	4.29
F 178	DRAFT PUBLISHER CONTRACTS OR AGREEMENTS	.00	.0	.0	.0	.0	.0	6.66
F 179	GATHER COLOR SLIDES	1.00	26.0	19.4	15.8	27.1	17.3	3.13
F 180	GATHER PHOTO AND NEGATIVES	4.12	74.0	58.1	42.1	70.8	55.8	2.96
F 181	INITIATE WORK ORDERS FOR PHOTOGRAPHIC SUPPORT	3.25	72.0	51.6	57.9	75.0	51.9	2.76
F 182	INSPECT CONDITION OF FILMS	.69	8.0	12.9	10.5	10.4	9.6	3.16
F 183	MAINTAIN AIR FORCE ART COLLECTION	.25	.0	.0	5.3	.0	1.9	4.00
F 184	MAINTAIN COLOR SLIDES FILES	.94	16.0	22.6	10.5	16.7	17.3	3.50
F 185	MAINTAIN MUSEUMS	.88	4.0	3.2	5.3	2.1	5.8	6.95
F 186	MAINTAIN OR DISTRIBUTE LITHOGRAPH SERIES	.00	.0	.0	5.3	.0	1.9	3.03
F 187	MAINTAIN PHOTO AND NEGATIVES FILES	3.56	66.0	48.4	52.6	68.8	48.1	3.43
F 188	MAINTAIN PUBLIC AFFAIRS MONTHLY ACTIVITY REPORTS	.00	2.0	.0	.0	2.1	.0	3.55
F 189	MAINTAIN UNIT OR MAJOR COMMAND (MAJCOM) DISPLAYS	1.06	4.0	12.9	10.5	4.2	11.5	4.46
F 190	OPERATE AUDIOVISUAL EQUIPMENT	1.37	26.0	25.8	15.8	27.1	21.2	3.62
F 191	OPERATE PORTABLE ELECTRICAL GENERATORS	.00	.0	.0	.0	.0	.0	3.93
F 192	OPERATE PUBLIC ADDRESS SYSTEMS	.63	2.0	9.7	.0	6.3	1.9	3.44
F 193	OPERATE SLIDE PROJECTORS	1.69	24.0	22.6	5.3	22.9	17.3	2.89
F 194	OPERATE VIDEO DISPLAY TERMINALS (VDT)	1.25	2.0	6.5	.0	4.2	1.9	4.76
F 195	OPERATE WORD PROCESSING EQUIPMENT	4.56	36.0	48.4	36.8	43.8	36.5	6.19
F 196	PACK OR UNPACK REMOTE EQUIPMENT	.31	.0	.0	.0	.0	.0	3.34
F 197	PERFORM QUALITY CONTROL AT PRINTING PLANTS	1.00	.0	6.5	.0	.0	3.8	5.36
F 198	PERFORM QUALITY CONTROL ON TAPE OR SLIDE PRESENTATIONS	.75	.0	3.2	5.3	.0	3.8	4.85
F 199	PLAN BOOK LAYOUTS	.56	10.0	9.7	15.8	12.5	9.6	6.33
F 200	PLAN MAGAZINE LAYOUTS	.00	.0	.0	.0	.0	.0	6.39
F 201	PLAN NEWSPAPER LAYOUTS	.00	2.0	.0	.0	.0	1.9	6.28
F 202	PLAN TOURS	.19	2.0	3.2	.0	4.2	.0	4.61
F 203	PREPARE AUDIENCE OR READERSHIP SURVEYS	.00	2.0	.0	.0	.0	1.9	6.41
F 204	PREPARE BRIEFINGS	2.69	34.0	45.2	21.1	39.6	30.8	6.00
F 205	PREPARE CLASSIFIED MATERIALS FOR MAILING	5.50	72.0	61.3	84.2	70.8	71.2	5.32
F 206	PREPARE DISPLAYS FOR MUSEUMS	1.75	12.0	9.7	.0	10.4	7.7	5.99
F 207	PREPARE OR MAINTAIN A DISASTER RESPONSE KITS FOR ON-SCENE, NEWS MEDIA CENTERS OR COMMAND POSTS	.00	.0	3.2	.0	.0	1.9	5.48
F 208	PREPARE PRESENTATION VISUALS	1.19	4.0	9.7	5.3	2.1	9.6	4.89
F 209	PREPARE VISUALS FOR PUBLICATION	.69	.0	12.9	5.3	4.2	5.8	5.11
F 210	PREPLAN AUDIOVISUAL MISSION REQUIREMENTS	.00	2.0	.0	.0	.0	1.9	5.42

791X2 OCCUPATIONAL SURVEY DATA (INVENTORY ORDER)

OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

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D YSK	TITLES	TNG EMP (D)	1-4 8 (M)	49- 96 (M)	97- (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
F 211	PUBLICIZE DV VISITS OR SIGNIFICANT EVENTS INVOLVING BASE PERSONNEL, SUCH AS NOTICES POSTED ON MARQUES	.00	.0	3.2	.0	.0	1.9	4.15
F 212	READ AND DETERMINE SCRIPT REQUIREMENTS	.00	.0	3.2	5.3	.0	3.0	5.52
F 213	READ CITATIONS FOR AWARD OF RETIREMENT CEREMONIES	.19	4.0	6.5	.0	6.3	1.9	2.92
F 214	REQUEST CLEARANCE OF COPYRIGHT MATERIALS	.75	.0	9.7	5.3	4.2	3.8	4.28
F 215	REQUEST CLEARANCES FOR PERSONNEL TO APPEAR ON RADIO, TELEVISION, OR IN MOTION PICTURE PRODUCTIONS	.00	.0	.0	.0	.0	.0	4.17
F 216	REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED OR APPEARING IN PRODUCTIONS	.00	2.0	.0	.0	2.1	.0	3.69
F 217	REQUEST CONSENT AGREEMENTS OR RELEASES FROM PERSONNEL INTERVIEWED AS PART OF ORAL HISTORY INTERVIEWS	1.04	14.0	19.4	31.6	18.8	19.2	3.80
F 218	RESEARCH MATERIALS FOR INTERVIEWS	4.12	56.0	61.1	61.2	66.7	51.9	5.01
F 219	RESPOND TO DISASTER SITUATIONS OR DISASTER PREPAREDNESS EXERCISES	1.12	24.0	12.9	5.3	27.1	7.7	5.88
F 220	RESPOND TO INQUIRIES FROM SOURCES OTHER THAN NEWS MEDIA	1.25	66.0	48.4	21.1	60.4	44.2	5.20
F 221	RESPOND TO SONIC BOOM OR NOISE COMPLAINTS	.00	.0	3.2	.0	2.1	.0	5.19
F 222	REVIEW MATERIALS FOR DOWNGRADING OR DECLASSIFICATION	5.44	46.0	41.9	78.9	52.1	50.0	5.89
F 223	SCHEDULE BRIEFINGS	1.56	18.0	16.1	.0	14.6	13.5	3.81
F 224	SCHEDULE INTERVIEWS	4.38	72.0	41.9	52.6	58.3	59.6	3.85
F 225	SECURE CLASSIFIED MATERIALS	6.37	80.0	83.9	94.7	83.3	84.6	3.94
F 226	WRITE INTERVIEW QUESTIONS FOR AUDIO, VIDEO PROGRAMS, OR PRINT MEDIA	.00	4.0	6.5	.0	6.3	1.9	5.37
F 227	WRITE INTERVIEW QUESTIONS FOR ORAL HISTORY INTERVIEWS	4.44	40.0	45.2	47.4	41.7	44.2	5.39

G	WRITING, EDITING, AND PREPARING INFORMATIONAL MATERIALS	-----						

G 228	ADVISE PHOTOGRAPHERS ON PHOTO SELECTION OR PHOTO ARRANGEMENT	2.19	24.0	35.5	5.3	27.1	21.2	5.07
G 229	CHECK STYLE CORRECTNESS USING AIR FORCE OR MAJOR COMMAND (MAJCOM) HISTORICAL DIRECTIVES	5.25	62.0	71.0	89.5	66.7	73.1	5.09
G 230	CHECK STYLE CORRECTNESS USING ASSOCIATED PRESS STYLEBOOK AND LIBEL MANUAL	.00	2.0	.0	10.5	2.1	3.8	4.84
G 231	DETERMINE USE OF PUBLIC AFFAIRS MATERIALS	.00	6.0	.0	.0	3.2	1.9	5.10
G 232	EDIT HEADLINES	.00	.0	.0	.0	.0	.0	5.01
G 233	EDIT MAGAZINE COPY	.00	.0	.0	.0	.0	.0	5.58
G 234	EDIT MEDIA RELEASES	.00	.0	3.2	.0	.0	1.9	5.40
G 235	EDIT NEWSPAPER COPY	.00	.0	6.5	.0	.0	3.8	5.46
G 236	EDIT RADIO SCRIPTS	.00	.0	.0	.0	.0	.0	5.31
G 237	EDIT SPEECHES	.00	.0	3.2	.0	.0	1.9	5.02
G 238	EDIT TELEVISION SCRIPTS	.00	.0	.0	.0	.0	.0	5.61
G 239	ESTABLISH PROCEDURES FOR COLLECTING NEWS MATERIALS, SUCH AS STRINGERS OR ASSIGNED BEATS	.00	2.0	.0	.0	2.1	.0	5.25
G 240	GHOST-WRITE EDITORIALS	.00	.0	3.2	.0	2.1	.0	6.26
G 241	GHOST-WRITE SPEECHES	.00	.0	12.9	10.5	2.1	9.6	6.93
G 242	LOCALIZE NEWS SERVICE MATERIALS	.00	.0	.0	.0	.0	.0	4.39
G 243	RESEARCH FILES OR LIBRARIES FOR INFORMATIONAL MATERIALS	2.69	70.0	64.5	15.8	64.6	51.9	4.74

D TSK	TITLES	TNG EMP (D)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSM DIF (F)
6 244	REVIEW SCRIPTS, SPEECHES, OR PA MATERIALS FOR SECURITY, SENSITIVITY, POLICY, PROPRIETY, EDITORIALIZING, OR LABEL	.00	.0	3.2	.0	.0	1.9	6.24
6 245	REWRITE COPY TO COMBINE STORIES OR CHANGE STORY EMPHASIS	.00	2.0	.0	5.3	2.1	1.9	5.44
6 246	REWRITE COPY TO UPDATE ARTICLES	.60	.0	.0	5.3	.0	1.9	5.05
6 247	REWRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS	1.00	16.0	22.6	10.5	12.5	21.2	5.42
6 248	SELECT AND CROP PHOTOS FOR STORIES	.00	8.0	6.5	.0	8.3	3.8	4.70
6 249	SELECT AND CROP PHOTOS FOR TELEVISION	.00	.0	.0	.0	.0	.0	5.10
6 250	SELECT SLIDES FOR TELEVISION	.00	.0	.0	5.3	.0	1.9	4.53
6 251	TAKE NOTES AT MEETINGS OR ON-SCENE EVENTS FOR PUBLIC AFFAIRS USE	.31	4.0	9.7	.0	6.3	3.8	4.32
6 252	TRANSCRIBE TAPED INTERVIEWS	2.19	18.0	35.5	10.5	22.9	21.2	4.46
6 253	USE COPY EDITING/PROOFREADING SYMBOLS	2.12	18.0	16.1	36.8	20.8	21.2	3.99
6 254	WRITE BIOGRAPHIES OF AIR FORCE PERSONNEL OR OTHER DIGITARIES	.54	6.0	3.2	.0	4.2	3.8	5.34
6 255	WRITE FACT SHEETS	1.69	18.0	19.4	21.1	22.9	15.4	5.45
6 256	WRITE FEATURES	.94	20.0	12.9	5.3	18.8	11.5	6.11
6 257	WRITE GENERAL CORRESPONDENCE, SUCH AS LETTERS, POINT PAPERS, OR STAFF SUMMARY SHEETS	2.69	66.0	54.8	47.4	62.5	55.8	5.47
6 258	WRITE HEADLINES	.00	.0	.0	.0	.0	.0	4.88
6 259	WRITE MAGAZINE STORIES	1.12	2.0	3.2	.0	4.2	.0	6.17
6 260	WRITE NEWS STORIES	.63	10.0	6.5	10.5	8.3	9.6	5.69
6 261	WRITE NEWS SUMMARIES	.00	.0	.0	.0	.0	.0	5.32
6 262	WRITE PHOTO CAPTIONS	1.37	12.0	6.5	31.6	10.4	17.3	4.61
6 263	WRITE RADIO SCRIPTS	.00	.0	.0	.0	.0	.0	5.80
6 264	WRITE REPORTS ON PUBLIC AFFAIRS ACTIVITIES FOR HISTORICAL PURPOSES	1.60	14.0	12.9	15.0	14.6	13.5	5.49
6 265	WRITE SCRIPTS FOR TAPE OR SLIDE PRESENTATIONS	.75	6.0	9.7	10.5	8.3	7.7	6.11
6 266	WRITE SPECIAL COLUMNS OR EDITORIALS	.94	8.0	6.5	.0	8.3	3.8	6.32
6 267	WRITE SPEECHES	.31	2.0	3.2	.0	2.1	1.9	7.12
6 268	WRITE SPORTS STORIES	.00	2.0	.0	.0	2.1	.0	5.22
6 269	WRITE TELEVISION SCRIPTS	.00	.0	.0	.0	.0	.0	6.37

M	PERFORMING INTERNAL INFORMATION FUNCTIONS							

M 270	ADMINISTER COMMANDER'S STRAIGHT-TALK LINES	.00	.0	.0	.0	.0	.0	5.13
M 271	ADMINISTER COMMANDER'S TELEPHONE ACTION LINES	.00	.0	.0	.0	.0	.0	4.94
M 272	ARRANGE FOR OR DELIVER NEWSPAPERS TO LOCAL DISTRIBUTION POINTS	.00	.0	.0	.0	.0	.0	3.31
M 273	ASSIST WITH AND PROVIDE INFO MATERIALS FOR INDIVIDUALIZED NEWCOMER TREATMENT AND ORIENTATION (INTRO) PROGRAM	.63	14.0	6.5	5.3	6.3	13.5	3.73
M 274	COORDINATE PRINTING OPERATIONS, INCLUDING ADVERTISEMENT PLACEMENTS AND COPY FLOW	.00	.0	.0	.0	.0	.0	5.32
M 275	DELIVER NEWSPAPER COPY TO PRINTERS	.00	.0	.0	.0	.0	.0	2.28
M 276	DESIGN BASE GUIDE LAYOUTS	.00	.0	.0	.0	.0	.0	6.19
M 277	DESIGN NEWSPAPER LAYOUTS	.00	.0	.0	.0	.0	.0	6.27

D TSK	TITLES	TNG FMP (O)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
M 278	DEVELOP INFORMATION MATERIALS FOR PUBLICATIONS, SUCH AS FACT SHEETS, SPEECHES, OR BIOGRAPHIES	.94	8.0	9.7	.0	8.3	5.8	5.83
M 279	DISPLAY PUBLIC AFFAIRS MATERIALS IN HIGH TRAFFIC AREAS	.00	.0	.0	.0	.0	.0	3.59
M 280	DISTRIBUTE COMMANDER'S CALL TOPICS	.00	.0	.0	.0	.0	.0	3.12
M 281	DRAFT CONTRACTS OR AGREEMENTS FOR PRINTING	.00	.0	.0	.0	.0	.0	6.79
M 282	MARK INSTRUCTIONS, SUCH AS TYPE SIZE OR COLUMN WIDTH, ON COPY OR PHOTOS	.00	4.0	.0	.0	4.2	.0	4.37
M 283	MONITOR DISTRIBUTION PROCEDURES FOR PUBLIC AFFAIRS PRODUCT, SUCH AS THE AIRMAN MAGAZINE, POLICY LETTERS, OR LITHOGRAPH	.00	.0	.0	.0	.0	.0	3.61
M 284	MONITOR FAMILY CORRESPONDENCE PROGRAM	.00	.0	.0	.0	.0	.0	3.61
M 285	MONITOR SQUADRON OPEN HOUSE PROGRAMS	.00	6.0	.0	.0	6.3	.0	3.76
M 286	PREPARE BULLETIN BOARDS OR SIGN BOARDS	.25	4.0	6.5	.0	4.2	3.8	3.60
M 287	PREPARE COMMANDER'S CALL TOPICS	.00	.0	.0	.0	.0	.0	4.75
M 288	PREPARE CRITIQUES OF UNIT NEWSPAPER OR MAGAZINES	.00	.0	.0	.0	.0	.0	5.96
M 289	PREPARE PAGE DUMMIES	.00	.0	3.2	.0	.0	1.9	5.53
M 290	PREPARE TEMPORARY NEWS SHEETS FOR SPECIAL EVENTS	.00	.0	.0	.0	.0	.0	5.30
M 291	PROOFREAD COPY	.56	30.0	16.1	10.5	29.2	15.4	5.10
M 292	RESPOND TO RUMOR CONTROL SITUATIONS	.00	.0	.0	.0	.0	.0	5.47
M 293	REVIEW BASE GUIDE LAYOUTS	.00	4.0	3.2	.0	4.2	1.9	5.57
M 294	REVIEW COMMANDERS' CALLS FOR REQUIRED ACTIVITIES	.00	.0	.0	.0	.0	.0	4.35
M 295	REVIEW NEWSPAPER LAYOUTS	.00	.0	.0	.0	.0	.0	5.33
M 296	REVIEW OR SELECT NEWS SERVICE MATERIAL AND OTHER STORY INPUTS FOR PUBLICATIONS	.00	2.0	.0	.0	.0	1.9	4.86
M 297	SELECT MATERIALS FOR PUBLICATION	.00	6.0	3.2	.0	6.3	1.9	5.12
M 298	UPDATE NEWSPAPER DISTRIBUTION LISTS	.00	.0	.0	.0	.0	.0	3.29
M 299	WRITE CRITIQUES ON UNIT COMMANDER'S CALL PRESENTATIONS	.00	.0	.0	.0	.0	.0	4.51
----- I PERFORMING COMMUNITY RELATIONS FUNCTIONS -----								
I 300	CONDUCT BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS	.13	2.0	6.5	.0	4.2	1.9	4.84
I 301	COORDINATE PARTICIPATION OF BASE PERSONNEL IN COMMUNITY ACTIVITIES	.00	.0	3.2	.0	.0	1.9	5.61
I 302	COORDINATE REPLIES TO CIVILIAN INQUIRIES WITH APPROPRIATE AGENCIES	.18	14.0	16.1	.0	18.8	5.8	4.98
I 303	COORDINATE TOURS WITH BASE OR COMMUNITY AGENCIES	.00	4.0	3.2	.0	6.3	.0	4.90
I 304	COORDINATE USE OF AIR FORCE EQUIPMENT OR EXHIBITS IN COMMUNITY EVENTS	.31	8.0	.0	.0	4.2	3.8	5.40
I 305	INITIATE OR EVALUATE FLYOVER OR AERIAL DEMONSTRATION REQUESTS	.00	.0	3.2	.0	2.1	.0	5.79
I 306	MAINTAIN BACKGROUND FILES ON COMMUNITY GROUPS OR INDIVIDUALS	.25	2.0	9.7	5.3	4.2	5.8	4.58
I 307	MAINTAIN SPEAKER BUREAU FILES	.00	.0	.0	.0	.0	.0	4.53
I 308	MAKE ARRANGEMENTS FOR LUNCHEONS OR ON-BASE MEETING FOR CIVILIAN GROUPS	.00	.0	.0	.0	.0	.0	5.07
I 309	MAKE ENTRIES IN SPEAKER OR BRIEFING LOGS	.00	.0	3.2	.0	.0	1.9	2.95
I 310	MAKE ENTRIES ON BASE TOUR LOGS	.00	.0	.0	.0	.0	.0	2.91

O TSK	TITLES	TNG EMP (D)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK OIF (F)
I 311	PARTICIPATE IN BASE COMMUNITY COUNCIL MEETINGS	.56	2.0	.0	.0	.0	1.9	3.93
I 312	PARTICIPATE IN BASE COMMUNITY COUNCIL SPONSORED EVENTS	.31	2.0	.0	.0	.0	1.9	4.03
I 313	PARTICIPATE IN PLANNING OPEN HOUSE ACTIVITIES	.31	6.0	.0	5.3	4.2	3.8	5.66
I 314	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COMMUNITIES UNDER THE DEFENSE COMMUNITY SERVICE PROGRAM	.56	.0	3.2	.0	.0	1.9	6.15
I 315	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COMMUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT NOISE	.00	.0	.0	.0	.0	.0	6.87
I 316	PERFORM LIAISON DUTIES BETWEEN CIVILIAN AND MILITARY COMMUNITIES IN RESOLVING PROBLEMS CAUSED BY AIRCRAFT MISHAPS	.00	.0	.0	.0	.0	.0	7.35
I 317	PLAN BASE TOURS OTHER THAN IN-HOUSE ORGANIZATIONAL TOURS	.00	.0	3.2	.0	2.1	.0	5.48
I 318	PREPARE PROMOTIONAL MATERIAL ON MILITARY EVENTS OF INTEREST TO AREA COMMUNITIES	.31	2.0	.0	.0	2.1	.0	5.30
I 319	PREPARE REQUESTS FOR MILITARY ORIENTATION FLIGHTS OF DISTINGUISHED PERSONS, ROTC CADETS, OR CIVIL AIR PATROL CADETS	.00	.0	.0	.0	.0	.0	5.50
I 320	PROVIDE MATERIALS FOR SPEAKER ENGAGEMENTS, SUCH AS ORGANIZATION BACKGROUND MATERIALS OR VISUAL AIDS	.00	10.0	12.9	5.3	6.3	13.5	4.60
I 321	RESPOND TO REQUESTS FOR BASE TOURS	.00	.0	6.5	.0	2.1	1.9	3.94
I 322	RESPOND TO REQUESTS FOR SPEAKERS	.00	2.0	.0	5.1	.0	3.8	4.04
I 323	SELECT AIR FORCE VIDEO MATERIALS FOR RELEASE TO CIVILIANS OTHER THAN NEWS MEDIA PERSONNEL	.63	.0	3.2	.0	2.1	.0	4.85
I 324	SET UP SPEAKER ENGAGEMENTS	.00	.0	.0	.0	.0	.0	4.63
J	PERFORMING MEDIA RELATIONS FUNCTIONS							
J 325	ARRANGE FOR NEWS MEDIA ORIENTATION FLIGHTS	.00	.0	.0	.0	.0	.0	6.17
J 326	ARRANGE FOR NEWS MEDIA TOURS	.00	.0	.0	.0	.0	.0	5.87
J 327	BRIEF AIR FORCE PERSONNEL PRIOR TO MEDIA INTERVIEWS ON NEWS MEDIA INTERESTS AND TECHNIQUES	.00	.0	.0	.0	.0	.0	5.43
J 328	BRIEF COMMANDERS ON PUBLIC REACTIONS TO AIR FORCE ACTIVITIES	.00	.0	.0	.0	.0	.0	6.21
J 329	CONDUCT ACCIDENT AND SERIOUS INCIDENT BRIEFINGS	.00	.0	.0	.0	.0	.0	5.47
J 330	CONDUCT HOMETOWN NEWS RELEASE PROGRAM	.00	.0	3.2	.0	.0	1.9	4.25
J 331	COORDINATE ARRIVAL OF CIVILIAN PRESS AGENCY BY HELICOPTERS	.00	.0	.0	.0	.0	.0	6.28
J 332	COORDINATE NEWS MEDIA INTERVIEWS	.00	.0	.0	.0	.0	.0	5.93
J 333	COORDINATE PRESS CONFERENCES	.00	.0	.0	.0	.0	.0	6.53
J 334	COORDINATE REPLIES TO NEWS MEDIA INQUIRIES	.31	2.0	3.2	5.3	2.1	3.8	5.63
J 335	DEVELOP NATIONAL FEATURE STORY PROGRAM IDEAS AND SYNOPSIS	.00	.0	.0	.0	.0	.0	6.10
J 336	DOCUMENT INCLUSIVE TIMES AND AGENCIES INVOLVED IN ESCORT OF NEWS MEDIA REPRESENTATIVES	.00	.0	.0	.0	.0	.0	4.82
J 337	DOCUMENT NEWS MEDIA INQUIRES	.00	.0	3.2	.0	.0	1.9	4.08
J 338	DRAFT REPLIES TO NEWS MEDIA INQUIRIES	.00	.0	.0	5.3	.0	1.9	5.81
J 339	ESCORT NEWS MEDIA REPRESENTATIVES	.00	2.0	.0	5.3	2.1	1.9	4.71
J 340	FORWARD PROMOTIONAL MATERIAL ON MILITARY EVENTS TO MEDIA OUTLETS	.00	.0	3.2	.0	.0	1.9	3.96
J 341	MAINTAIN NEWS MEDIA DISTRIBUTION LISTS	.00	.0	.0	.0	.0	.0	3.37
J 342	MAKE ENTRIES IN THE HOMETOWN NEWS RELEASE LOGS	.00	.0	3.2	.0	.0	1.9	2.52

D TSK	TITLES	TNG EMP (U)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
J 343	MAKE ENTRIES IN THE MEDIA NEWS RELEASE LOGS	.00	.0	.0	.0	.0	.0	2.65
J 344	PREPARE CRITIQUES OF NEW RELEASES AND NATIONAL STORIES	.00	.0	.0	.0	.0	.0	5.25
J 345	PREPARE NATIONAL STORY IDEAS	.00	.0	.0	.0	.0	.0	5.85
J 346	PREPARE PRESS KITS	.00	.0	.0	.0	.0	.0	4.49
J 347	PREPARE REQUEST FOR MEDIA ORIENTATION FLIGHTS	.00	.0	.0	.0	.0	.0	5.78
J 348	PREPARE REQUEST FOR PRESS HELICOPTER LANDING CLEARANCES	.00	.0	.0	.0	.0	.0	5.93
J 349	PROVIDE NEWS RELEASES AND NEWS BEEPERS FOR RADIO, TV, AND PRINT MEDIA	.00	.0	3.2	.0	.0	1.9	5.51
J 350	PROVIDE SCRIPTS OR AUDIO TAPES FOR USE IN CIVILIAN NEWS OR FEATURE BROADCASTS	.00	.0	.0	.0	.0	.0	5.76
J 351	PROVIDE STILL PHOTOGRAPHS, VIDEO TAPE, OR MOTION PICTURES FOR CIVILIAN NEWS BROADCASTS	.00	.0	.0	.0	.0	.0	5.04
J 352	RESPOND TO NEWS MEDIA INQUIRIES	.25	2.0	6.5	5.3	4.2	3.8	5.69
J 353	REVIEW MEDIA RELATIONS POLICY	.00	.0	.0	.0	.0	.0	5.95
J 354	REVIEW NATIONAL STORY IDEAS	.00	2.0	.0	.0	.0	1.9	5.35
J 355	REVIEW PRINT MEDIA FOR ARTICLES OF INTEREST TO COMMANDER AND STAFF	.00	2.0	.0	.0	2.1	.0	4.11
J 356	SET UP PRESS CENTERS	.00	.0	.0	.0	.0	.0	5.50

K	PERFORMING RADIO OR TELEVISION PROGRAMMING FUNCTIONS	-----						
K 357	CATALOG AND LABEL ARMED FORCES RADIO AND TELEVISION SERVICE (AFRTS) PROGRAMMING MATERIALS	.00	.0	.0	.0	.0	.0	4.32
K 358	CLEAN FILM, RECORD, OR VIDEOTAPE	.25	.0	.0	.0	.0	.0	3.56
K 359	CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST CRITIQUE SESSIONS	.00	.0	.0	.0	.0	.0	5.04
K 360	CONDUCT OR PARTICIPATE IN RADIO OR TV BROADCAST PREPLANNING CONFERENCES	.00	.0	.0	5.3	.0	1.9	5.34
K 361	COORDINATE DISPOSITION OF AFRTS PROGRAM MATERIALS	.00	.0	.0	.0	.0	.0	4.51
K 362	COORDINATE MAINTENANCE OF RADIO OR TV EQUIPMENT	.00	.0	.0	.0	.0	.0	5.23
K 363	COORDINATE REMOTE RADIO/TV COVERAGE OF SPECIAL EVENTS	.00	.0	.0	.0	.0	.0	6.12
K 364	DESIGN PRODUCTION AIDS	.00	.0	.0	.0	.0	.0	5.98
K 365	DETERMINE SELECTION, TIMING, AND SEQUENCING OF AUDIO- VISUAL MATERIAL FOR POSTPRODUCTION EDITING	.00	.0	.0	.0	.0	.0	6.24
K 366	ENSURE AVAILABILITY OF LOCALLY PRODUCED PROGRAM MATERIALS	.00	.0	.0	.0	.0	.0	4.93
K 367	MAINTAIN AFRTS SHIPPING DOCUMENT RECORDS	.00	.0	.0	.0	.0	.0	4.10
K 368	MAINTAIN RECORDS OF USE OF LIBRARY MATERIAL	.25	2.0	.0	.0	.0	1.9	3.89
K 369	PERFORM INVENTORY OF AFRTS PROGRAM MATERIAL	.00	.0	.0	.0	.0	.0	4.18
K 370	PREPARE OR MAINTAIN CONTINUITY BOOKS	.00	.0	.0	.0	.0	.0	4.86
K 371	PREPARE OR MAINTAIN MASTER SCHEDULES	.00	.0	.0	.0	.0	.0	5.82
K 372	RECEIVE OR SHIP AFRT PROGRAM MATERIAL	.00	.0	.0	.0	.0	.0	4.14
K 373	REVIEW AFRT STATION PROGRAMS FOR CONTENT, QUALITY, OR TIMING	.00	.0	.0	.0	.0	.0	5.59

TNG	1-4	49-	97+	791	791	TSM
FMP	8	96		52	72	OIF
(D)	(M)	(M)	(M)	(M)	(M)	(F)

O YSK TITLES

L PERFORMING AUDIO FUNCTIONS

L 374 ADAPT COPY OR SCRIPT FOR RADIO PRESENTATIONS	.00	.0	.0	.0	.0	5.76
L 375 CLEAN AUDIO RECORDING OR PLAYBACK HEADS	.25	4.0	3.2	.0	4.2	3.15
L 376 CONDUCT ON-SITE SURVEYS OF REMOTE RADIO BROADCAST LOCATIONS	.00	.0	.0	.0	.0	4.70
L 377 CONDUCT RADIO BROADCAST PRODUCTION MEETINGS	.00	.0	.0	.0	.0	4.80
L 378 CONDUCT RADIO INTERVIEWS	.00	.0	.0	.0	.0	5.90
L 379 COORDINATE RADIO SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	.00	.0	.0	.0	.0	5.29

L 380 DIRECT AUDIO TAPE EDITING	.00	.0	.0	.0	.0	5.13
L 381 DIRECT RADIO PRODUCTIONS	.00	.0	.0	.0	.0	5.91
L 382 DUPLICATE AUDIO TAPES	.00	.0	.0	.0	.0	3.40
L 383 EDIT OR SPLICE AUDIO TAPES	.25	.0	.0	.0	.0	4.35
L 384 OPERATE AUDIO CONSOLES	.00	.0	.0	.0	.0	4.92
L 385 OPERATE AUDIO PATCH PANELS	.00	.0	.0	.0	.0	4.57
L 386 OPERATE AUDIO RECORDERS	.00	2.0	6.5	.0	2.1	3.90
L 387 OPERATE REMOTE AUDIO SYSTEMS	.00	.0	.0	.0	.0	4.53
L 388 OPERATE TURNABLES	.00	.0	.0	.0	.0	3.20
L 389 PERFORM AS NARRATOR	.00	.0	.0	.0	.0	5.21
L 390 PERFORM AS RADIO ANNOUNCER	.00	.0	.0	.0	.0	5.70
L 391 PERFORM AS RADIO MODERATOR OR MASTER OF CEREMONIES (MC)	.00	.0	.0	.0	.0	6.31
L 392 PERFORM AS RADIO NEWSCASTER	.00	.0	.0	.0	.0	6.08
L 393 PERFORM RADIO SPOT ANNOUNCEMENTS	.00	.0	.0	.0	.0	5.45
L 394 PREPARE RADIO OR TV DAILY OPERATION LOGS	.00	.0	.0	.0	.0	5.13
L 395 RECORD "BEEPER"/RADIO NEWS REPORTS	.00	.0	.0	.0	.0	4.76
L 396 SELECT AND PLACE MICROPHONES	.00	2.0	.0	.0	2.1	4.50
L 397 SELECT BACKGROUND MUSIC OR SOUND EFFECTS FOR RADIO OR TV PRODUCTIONS	.00	.0	.0	.0	.0	4.93
L 398 SELECT MUSIC FOR RADIO BROADCASTS	.00	.0	.0	.0	.0	5.00
L 399 SELECT RADIO PROGRAM MATERIAL OTHER THAN MUSIC	.00	.0	.0	.0	.0	5.16

M PERFORMING VIDEO FUNCTIONS

M 400 ADAPT COPY OR SCRIPT FOR VIDEO PRESENTATIONS	.31	.0	3.2	.0	2.1	5.89
M 401 ADVISE DIRECTORS ON PROGRAM ELEMENTS, SUCH AS AVAILABILITY OF CAMERA SHOTS OR PROGRAM TIMING	.00	.0	.0	.0	.0	5.74
M 402 CHANGE BULBS IN LIGHTING FIXTURES	.00	2.0	.0	.0	2.1	2.72
M 403 CONDUCT ON-SITE SURVEYS OF REMOTE VIDEO BROADCAST LOCATIONS	.00	.0	.0	.0	.0	5.31
M 404 CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION CRITIQUE SESSIONS	.00	.0	.0	.0	.0	5.50
M 405 CONDUCT OR PARTICIPATE IN TELEVISION PRODUCTION PREPLANNING CONFERENCES	.00	.0	.0	.0	.0	5.70
M 406 CONDUCT TELEVISION INTERVIEWS	.00	.0	.0	.0	.0	6.32
M 407 CONDUCT TELEVISION PRODUCTION MEETINGS	.00	.0	.0	.0	.0	5.48
M 408 CONSTRUCT SETS	.00	.0	.0	.0	.0	5.70

D TSK	TITLES	TNG EMP (D)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSM DIF (F)
M 409	COORDINATE TELEVISION SUBJECT-MATTER TREATMENT WITH TECHNICAL ADVISORS	.00	.0	.0	.0	.0	.0	5.77
M 410	CREATE VIDEO STORY BOARDS	.00	.0	.0	.0	.0	.0	5.51
M 411	DESIGN SETS	.00	.0	.0	.0	.0	.0	6.04
M 412	DETERMINE ELECTRICAL REQUIREMENTS FOR ARTIFICIAL LIGHTING	.00	.0	.0	.0	.0	.0	5.51
M 413	DETERMINE LIGHTING EQUIPMENT AND ACCESSORIES	.00	2.0	3.2	.0	2.1	1.9	5.24
M 414	DETERMINE SELECTION, TIMING, AND SEQUENCING OF VIDEO MATERIALS FOR TELEVISION POSTPRODUCTION EDITING	.00	.0	.0	.0	.0	.0	6.56
M 415	DIRECT TELEVISION PRODUCTIONS	.00	.0	.0	.0	.0	.0	7.39
M 416	DIRECT VIDEOTAPE EDITING	.00	.0	.0	.0	.0	.0	6.54
M 417	Duplicate VIDEO TAPES	.00	.0	.0	.0	.0	.0	3.58
M 418	EDIT OR SPLICE VIDEO MATERIALS	.31	.0	3.2	.0	2.1	.0	5.19
M 419	ENSURE PROPER APPEARANCE OF TALENT	.00	.0	.0	.0	.0	.0	3.70
M 420	INSPECT CONDITION OF VIDEO MATERIALS	.00	.0	.0	.0	.0	.0	3.34
M 421	INSTRUCT CREWS ON PRODUCTION REQUIREMENTS PRIOR TO TAPING OR FILMING	.00	.0	.0	.0	.0	.0	4.80
M 422	INSTRUCT TALENT	.00	.0	.0	.0	.0	.0	4.64
M 423	LOAD OR UNLOAD SLIDES INTO OR FROM SLIDE DRUMS	.63	4.0	6.5	.0	2.1	5.8	2.50
M 424	LOAD OR UNLOAD 16MM FILM PROJECTORS	.94	4.0	6.5	.0	2.1	5.8	3.09
M 425	OPERATE CHARACTER GENERATORS	.00	.0	.0	.0	.0	.0	5.14
M 426	OPERATE ELECTRONIC TIME CODE GENERATORS	.00	.0	.0	.0	.0	.0	4.88
M 427	OPERATE FOLLOW SPOTLIGHTS	.00	.0	.0	.0	.0	.0	3.45
M 428	OPERATE LIGHTING CONTROL PANELS	.00	.0	.0	.0	.0	.0	4.50
M 429	OPERATE REMOTE PORTABLE TELEVISION CAMERAS OR RECORDERS	.00	.0	3.2	.0	.0	1.9	5.56
M 430	OPERATE REMOTE TELECINE CONTROLS	.00	.0	.0	.0	.0	.0	4.17
M 431	OPERATE REMOTE VIDEOTAPE RECORDER (VTR) CONTROLS	.00	.0	.0	.0	.0	.0	4.26
M 432	OPERATE VIDEO CONSOLES	.00	.0	.0	.0	.0	.0	5.89
M 433	OPERATE VIDEO PATCH PANELS	.00	.0	.0	.0	.0	.0	4.61
M 434	OPERATE VIDEOTAPE RECORDERS OR PLAYBACK UNITS	.31	2.0	6.5	.0	4.2	1.9	4.41
M 435	PERFORM AS FLOOR MANAGER	.00	.0	.0	.0	.0	.0	4.41
M 436	PERFORM AS TELEVISION ANNOUNCER	.00	.0	.0	.0	.0	.0	6.07
M 437	PERFORM AS TELEVISION MODERATOR OR MASTER OF CEREMONIES (MC)	.00	.0	.0	.0	.0	.0	6.63
M 438	PERFORM AS TELEVISION NEWSCASTER	.00	.0	.0	.0	.0	.0	6.75
M 439	PERFORM GRIP DUTIES, SUCH AS PULLING CABLES OR CHANGING GRAPHICS	.00	.0	.0	.0	.0	.0	3.16
M 440	PERFORM ON CAMERA IN ACTING ROLES	.00	.0	.0	.0	.0	.0	6.32
M 441	PERFORM OPERATOR MAINTENANCE ON VIDEO RECORDERS OR PLAYBACK UNITS	.00	.0	.0	.0	.0	.0	4.99
M 442	PERFORM OPERATOR MAINTENANCE ON 16MM FILM PROJECTORS	.63	4.0	3.2	.0	.0	5.8	4.59
M 443	PERFORM OPERATOR MAINTENANCE ON 35MM SLIDE PROJECTORS	.63	2.0	3.2	.0	.0	3.8	4.45
M 444	PERFORM PREOPERATIONAL CHECKS OF TELEVISION CAMERA EQUIP- MENT OR ACCESSORIES	.00	.0	.0	.0	.0	.0	4.42
M 445	PERFORM PREOPERATIONAL CHECKS ON VIDEO CASSETTE MACHINES	.31	.0	3.2	.0	2.1	.0	4.51
M 446	PERFORM TELEVISION SPOT ANNOUNCEMENTS	.00	.0	.0	.0	.0	.0	5.66
M 447	PLACE STUDIO EQUIPMENT OR PROPS IN STORAGE	.00	.0	.0	.0	.0	.0	2.99
M 448	PREPARE MECHANICAL SPECIAL EFFECTS, OTHER THAN LIGHTING EFFECTS, FOR TELEVISION	.00	.0	.0	.0	.0	.0	5.79
M 449	PREPARE SHOOTING OUTLINES OR SHOT LISTS	.00	.0	.0	.0	.0	.0	5.13

OCCUPATIONAL ANALYSIS PROGRAM
USAFOMC (ATC) RANDOLPH AFB TX

791X2 OCCUPATIONAL SURVEY DATA (INVENTORY ORDER)

FAC351 PAGE 124

O TSK	TTITLE	TNG EMP (ID)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK DIF (IF)
M 450	PREPARE VISUAL AIDS FOR TELEVISION BROADCASTS	.00	.0	.0	.0	.0	.0	5.29
M 451	PROGRAM CHARACTER GENERATORS	.00	.0	.0	.0	.0	.0	5.79
M 452	SELECT TELEVISION PROGRAM MATERIALS	.00	.0	.0	.0	.0	.0	5.41
M 453	SELECT TV VISUALS	.00	.0	.0	.0	.0	.0	5.33
M 454	SET UP TV STUDIO LIGHTING	.00	.0	.0	.0	.0	.0	6.05
M 455	SLATE VIDEOTAPE	.00	.0	.0	.0	.0	.0	3.05
M 456	WRITE VIDEOTAPE SYNOPSIS	.31	.0	.0	.0	.0	.0	4.54

PERFORMING STILL CAMERA, MOTION, OR ELECTRONIC
FIELD PRODUCTION (EFP) FUNCTIONS

M 457	ARRANGE TRANSPORTATION OF BASE PHOTOGRAPHERS OR ELECTRONIC FIELD PRODUCTION (EFP) OPERATORS OR EQUIPMENT	.50	6.0	12.9	.0	12.5	1.9	3.71
M 458	ASSEMBLE FILMED OR TAPED SEQUENCES	.00	.0	.0	.0	.0	.0	5.44
M 459	ASSEMBLE SOUND TRACK SEQUENCES	.00	.0	3.2	.0	.0	1.9	5.49
M 460	CHANGE CAMERA LENSES	.63	18.0	12.9	5.3	18.8	9.6	3.31
M 461	CLEAN CAMERAS OR ACCESSORIES	.13	18.0	9.7	5.3	14.6	11.5	4.08
M 462	COMPUTE DEPTH OF FIELD OR HYPERFOCAL DISTANCES	.13	8.0	6.5	5.3	6.3	7.7	4.83
M 463	MARK FILM FOR OPTICAL EFFECTS, SUCH AS FADES OR DISSOLVES	.00	.0	.0	.0	.0	.0	4.97
M 464	MOUNT CAMERAS ON TRIPODS, SHOULDER PODS, BODY BRACES, OR PISTOL GRIPS	.63	4.0	6.5	5.3	4.2	5.8	3.39
M 465	OPERATE EFP EQUIPMENT	.00	.0	.0	.0	.0	.0	5.81
M 466	OPERATE ELECTRONIC FLASH SYSTEMS	.63	12.0	12.9	5.3	12.5	9.6	4.31
M 467	OPERATE EXPOSURE METERS	.31	8.0	6.5	5.3	8.3	5.8	4.48
M 468	OPERATE STILL CAMERAS	1.44	28.0	12.9	10.5	27.1	13.5	4.91
M 469	OPERATE VARIABLE FOCAL LENGTH (ZOOM) LENSES	.63	16.0	12.9	5.3	16.7	9.6	4.68
M 470	PERFORM OPERATIONAL CHECKS OF STILL CAMERA EQUIPMENT OR ACCESSORIES	1.04	14.0	6.5	5.3	10.4	9.6	4.41
M 471	PERFORM OPERATOR MAINTENANCE ON EFP EQUIPMENT	.00	.0	.0	.0	.0	.0	5.03
M 472	PERFORM OPERATOR MAINTENANCE ON FILM EDITING EQUIPMENT	.00	.0	.0	.0	.0	.0	4.51
M 473	PERFORM PREVENTIVE MAINTENANCE ON STILL CAMERAS OR ACCESSORIES	.69	4.0	3.2	.0	2.1	3.8	4.68
M 474	PREPARE SOUND RECORDING OR MIXING CUE SHEETS	.00	.0	3.2	.0	.0	1.9	5.02
M 475	REVIEW STOCK FILMS, VIDEOTAPE, OR SOUND TRACKS	.31	.0	3.2	5.3	.0	3.8	3.89
M 476	SELECT EQUIPMENT, ACCESSORIES, OR SUPPLIES FOR ASSIGNMENT	.00	6.0	3.2	.0	4.2	3.8	4.64
M 477	SET UP EFP EQUIPMENT	.00	.0	.0	.0	.0	.0	4.62
M 478	SET UP ELECTRICAL RELAY BOXES	.00	.0	.0	.0	.0	.0	4.41

COLLECTING AND PREPARING HISTORICAL MATERIALS

O 479	ARRANGE FOR REPRODUCTION OF HISTORICAL PRODUCTS	5.31	90.0	87.1	100.0	91.7	90.4	3.91
O 480	ARRANGE PHOTOGRAPHIC COVERAGE OF HISTORICAL EVENTS	5.25	86.0	83.9	84.2	87.5	82.7	3.97
O 481	ASSEMBLE HISTORICAL NARRATIVE AND SUPPORTING DOCUMENT VOLUMES	6.69	96.0	90.3	94.7	97.9	90.4	5.41
O 482	CONDUCT INTERVIEWS TO SUPPLEMENT HISTORICAL MATERIALS	6.31	94.0	96.8	89.5	95.8	92.3	5.71

D TSK	TITLES	TNG EMP (D)	1-4 8 (M)	49- 96 (M)	97+ (M)	791 52 (M)	791 72 (M)	TSK DIF (F)
0 483	COORDINATE FINAL REVIEWS OF HISTORICAL REPORTS WITH STAFF PERSONNEL	6.69	92.0	93.5	94.7	93.8	92.3	4.99
0 484	DETERMINE SOLUTIONS TO LINEAGE AND HONOR PROBLEMS	5.25	64.0	77.4	89.5	68.8	76.9	6.18
0 485	DRAFT CHARTS OR GRAPHS TO ILLUSTRATE HISTORICAL DATA	5.69	86.0	93.5	100.0	89.6	92.3	5.45
0 486	EDIT HISTORICAL NARRATIVES	6.69	88.0	93.5	94.7	91.7	90.4	6.31
0 487	ESTABLISH PROCEDURES FOR COLLECTING HISTORICAL MATERIALS	6.62	92.0	96.8	84.2	93.8	90.4	5.73
0 488	INTERVIEW UNIT COMMANDER OR KEY PERSONNEL TO OBTAIN A PERSPECTIVE OF HISTORICAL EVENTS	6.62	88.0	90.3	89.5	91.7	86.5	5.60
0 489	MARK HISTORICAL REPORTS TO REFLECT SECURITY CLASSIFICATION	7.31	92.0	87.1	100.0	93.8	90.4	5.37
0 490	MICROFILM HISTORICAL MATERIALS	.31	.0	.0	.0	.0	.0	4.59
0 491	PREPARE APPENDICES FOR HISTORICAL REPORTS	6.25	94.0	93.5	94.7	95.8	92.3	5.47
0 492	PREPARE BIBLIOGRAPHIES FOR HISTORICAL REPORTS	3.13	24.0	25.8	31.6	22.9	28.8	5.44
0 493	PREPARE CHRONOLOGIES FOR HISTORICAL REPORTS	6.50	94.0	96.8	94.7	95.8	94.2	5.19
0 494	PREPARE DISTRIBUTION LIST FOR HISTORICAL PRODUCTS	4.94	72.0	77.4	78.9	77.1	73.1	3.49
0 495	PREPARE DOCUMENTS FOR INCLUSION IN SUPPORTING DOCUMENT VOLUMES	6.12	92.0	93.5	94.7	95.8	90.4	4.96
0 496	PREPARE FOOTNOTES FOR HISTORICAL REPORTS	6.69	94.0	93.5	94.7	97.9	90.4	5.20
0 497	PREPARE FRONT COVERS AND BACK COVERS FOR HISTORICAL REPORTS	5.63	88.0	90.3	94.7	91.7	88.5	3.79
0 498	PREPARE GAZETEERS FOR HISTORICAL REPORTS	3.07	18.0	29.0	26.3	18.8	26.9	4.73
0 499	PREPARE GLOSSARIES FOR HISTORICAL REPORTS	5.25	94.0	90.3	89.5	93.8	90.4	4.52
0 500	PREPARE INDICES FOR HISTORICAL REPORTS	4.19	42.0	38.7	63.2	43.8	46.2	4.83
0 501	PREPARE LINEAGE AND HONORS DATA FOR HISTORICAL REPORTS	5.56	88.0	87.1	94.7	89.6	88.5	4.93
0 502	PREPARE LIST OF ILLUSTRATIONS FOR HISTORICAL REPORTS	5.06	74.0	83.9	89.5	79.2	80.8	4.02
0 503	PREPARE LIST OF SUPPORTING DOCUMENTS FOR HISTORICAL REPORTS	5.31	96.0	93.5	89.5	97.9	90.4	4.20
0 504	PREPARE MONOGRAPHS OR EXPANDED CHRONOLOGIES	5.12	58.0	74.2	57.9	64.6	61.5	6.22
0 505	PREPARE OR ASSEMBLE TOPICAL FILES ON MAJOR PROBLEMS, EVENTS, OR SUBJECTS	5.75	66.0	80.6	68.4	68.8	73.1	5.69
0 506	PREPARE SECURITY MARKINGS FOR HISTORICAL REPORTS	6.75	92.0	93.5	94.7	93.8	92.3	4.95
0 507	PREPARE TABLE OF CONTENTS FOR HISTORICAL REPORTS	5.12	92.0	90.3	94.7	93.8	90.4	4.04
0 508	PREPARE TITLE PAGES FOR HISTORICAL REPORTS	5.12	92.0	90.3	89.5	93.8	88.5	3.55
0 509	PROOFREAD HISTORICAL REPORTS	6.06	92.0	93.5	94.7	93.8	92.3	5.65
0 510	RESEARCH HISTORICAL ARCHIVES	6.37	94.0	96.8	100.0	95.8	96.2	5.50
0 511	RESEARCH ORGANIZATIONAL FILES, LIBRARIES, OR ARCHIVES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	96.0	96.8	100.0	95.8	98.1	6.28
0 512	RESEARCH READ FILES FOR HISTORICALLY SIGNIFICANT DOCUMENTS	7.06	98.0	93.5	94.7	97.9	94.2	5.92
0 513	RESPOND TO HIGHER HEADQUARTERS CRITICAL REVIEWS OF HISTORY	5.00	84.0	77.4	78.9	83.1	78.8	5.32
0 514	SCREEN OR PRESERVE UNIT OR STAFF HISTORICAL MATERIALS	6.19	92.0	83.9	94.7	91.7	88.5	5.44
0 515	SELECT BIOGRAPHICAL DATA FOR USE IN HISTORICAL REPORTS	4.12	68.0	83.9	63.2	70.8	73.1	5.26
0 516	SELECT DOCUMENTS FOR USE IN PREPARING HISTORICAL REPORTS	7.31	94.0	96.8	94.7	95.8	94.2	6.46
0 517	SELECT OR VERIFY AUTHENTICITY OF SUPPORTING DOCUMENTS	6.50	92.0	96.8	94.7	95.8	92.3	6.49
0 518	SELECT PHOTOGRAPHS FOR USE IN HISTORICAL REPORTS	5.50	90.0	96.8	89.5	93.8	90.4	5.18
0 519	SELECT TOPICS FOR COVERAGE IN HISTORICAL REPORTS	6.50	94.0	90.3	89.5	93.8	90.4	6.38
0 520	TAKE NOTES AT MEETINGS OR EVENTS FOR HISTORICAL DOCUMENTATION	5.69	90.0	93.5	89.5	93.8	88.5	4.69
0 521	TYPE DRAFT COPIES OF HISTORICAL REPORTS	4.62	84.0	77.4	94.7	81.3	86.5	5.65

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6 522 TYPE FINAL COPIES OF HISTORICAL REPORTS

0 522 TYPE FINAL COPIES OF HISTORICAL REPORT
0 523 ABSTRACTS FOR HISTORICAL REPORT

0 524 WRITE CRITIQUES OF SUBORDINATE UNIT HISTORIES

0 525 WRITE FOREWORDS FOR HISTORICAL REPORTS

0 526 WRITE MANNAIVES FOR HISTORICL REFORNS
0 527 WRITE QUESTIONS FOR USE IN OBTAINING HIS

INFORMATION

0 528 WRITE SPECIAL HISTORICAL REPORTS, MONOGRAPHS, OR
CHRONOLOGIES TO DOCUMENT UNUSUAL EVENTS

P MAINTAINING HISTORICAL MATERIALS

P 529 ARRANGE FOR BINDING HISTORICAL REPORTS

P 530 BIND HISTORICAL REPORTS

P 531 DESTROY CLASSIFIED DOCUMENTS NOT REPT IN HISTORICAL ARCHIVES

P 532 EVALUATE INDIVIDUAL REQUESTS FOR HISTORICAL INFORMATION
P 533 REQUEST INFORMATION TO INCREASE INFORMATION IS RETRIEVABLE

P 534 MAINTAIN HISTOPICAL ARCHIVES

P 535 MAINTAIN HISTORICAL FILES

P 536 MAINTAIN HISTORICAL RECORD
TO FREQUENTLY ASKED QUES

P 537 MAINTAIN MICROFILM
O 538 PROVIDE STAFFS WITH
W CROSS-TELL IN OE OTHER HISTORICAL

MATERIALS

P 539 RESPOND TO INQUIRIES FOR HISTORICAL INFORMATION

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 1039 1040 1

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